CITY OF BURTON

BURTON CITY COUNCIL MEETING

JUNE 4, 2018

AGENDA

Council Chambers	Regular Meeting	7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. INVOCATION LED BY: DUANE HASKINS

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

C. ROLL CALL

D. STAFF PRESENT

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - May 7, 2018 6:45 PM
2. City Council - Public Hearing - May 21, 2018 6:15 PM
3. City Council - Public Hearing - May 21, 2018 6:30 PM
4. City Council - Public Hearing - May 21, 2018 6:45 PM

F. ADMINISTRATIVE REPORTS

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 following 2017-2018 budget amendment: Increase 1001-1001-826.0000 Legal-Council by $10,000; Decrease 1001-1091-719.0000 Fringe Benefits-Election by $10,000; Increase 1001-1091-720.0000 Unemployment Expenditures-Election by $5,500; Decrease 1001-2015-719.0000 Fringe Benefits-Clerk by $10,400; Increase 1001-2015-720.0000 Unemployment Expenditures-Clerk by $1,900; Decrease 1001-2023-706.0000 Salaries Permanent-Controller by $1,000; Increase 1001-2023-709.0000 Overtime-Controller by $1,000; Increase 1001-2065-826.0000 Legal-City Hall by $3,000.

2. Approve and authorize the following 2017-2018 budget amendment in the Water Fund budget: Decrease 5091-5091-719.0000 Fringe Benefits by $300; Increase 5091-5091-826.0000 Legal by $300.

3. Approve and authorize the Attorney Billing (Doyle) 5/14/2018 to 5/25/2018 in the amount $7,033.50.

4. Approve and authorize the Attorney Billing (Masud) April 2, 2018 - April 30, 2018 in the amount $2,983.00

5. Approve and authorize the following 2017-2018 budget amendment: Decrease 2026-0000-999.2072 Transfer Out to Police/Fire Sculpture-Rubbish Fund by $5,000; Increase 2026-0000-999.2073 Transfer Out to Veteran's Memorial Park-Rubbish Fund by $5,000; Decrease 2072-0000-699.2026 Transfer In from Rubbish Fund-Police/Fire Sculpture Fund by $5,000; Decrease 2072-0000-390.0000 Unappropriated Surplus-Police/Fire Sculpture Fund by $5,000; Increase 2073-0000-699.2026 Transfer In from Rubbish Fund-Veteran's Memorial Park Fund by $5,000; Increase 2073-0000-390.0000 Unappropriated Surplus-Veteran's Memorial Park Fund by $5,000.

6. Approve and authorize the following 2017-2018 budget amendment to the Major Streets budget: Increase 2002-4063-705.0000 Supervision Salaries-Surface Maintenance by $12,000; Decrease 2002-4063-706.0000 Salaries Permanent-Surface Maintenance by $5,000; Decrease 2002-4063-708.0000 Shared Salaries-Surface Maintenance by $4,000; Decrease 2002-4063-709.0000 Overtime-Surface Maintenance by $10,000; Increase 2002-4063-717.0000 Retirement MERS-Active-Surface Maintenance by $3,400; Decrease 2002-4068-719.0000 Fringe Benefits-Trees & Shrubs by $2,000; Decrease 2002-4068-943.0000 Equipment Rental-Trees & Shrubs by $1,000; Increase 2002-4069-705.0000 Supervision Salaries-Drainage by $300; Decrease 2002-4069-706.0000 Salaries Permanent-Drainage by $300; Decrease 2002-4069-709.0000 Overtime-Drainage by $400; Increase 2002-4069-718.0000 Retirement MERS-Retirees-Drainage by $400; Decrease 2002-4069-757.0000 Operating Expenditures-Drainage by $5,000; Decrease 2002-4069-943.0000 Equipment Rental-Drainage by $5,000; Increase 2002-4074-718.0000 Retirement-MERS Active-Traffic Signs by $500; Decrease 2002-4074-719.0000 Fringe Benefits-Traffic Signs by $500; Decrease 2002-4074-818.0000 Contractual Services-Traffic Signs by $7,700; Increase 2002-4078-705.0000 Supervision Salaries-Winter Maintenance by $600; Decrease 2002-4078-717.0000 Retirement-MERS Active-Winter Maint by $500; Decrease 2002-4078-718.0000 Retirement-MERS Retirees-Winter Maint by $3,800; Decrease 2002-4078-719.0000 Fringe Benefits-Winter Maint by $7,300; Increase 2002-4078-757.0000 Operating Expenditures-Salt-Winter Maint by $26,700; Increase 2002-4078-943.0000 Equipment Rental-Winter Maint by $6,000; Increase 2002-4082-703.0000 Administration Salaries-Admin by $13,000; Decrease 2002-4082-705.0000 Supervision Salaries-Admin by $1,000; Increase 2002-4082-709.0000 Overtime-Admin by $100; Decrease 2002-4082-718.0000 Retirement MERS-Retirees-Admin by $5,500; Decrease Operating Expenditures-Admin by $4,000.

7. Approve and authorize the following 2017-2018 budget amendment within the Local Streets Fund budget: Increase 2003-4063-705.0000 Supervision Salaries-Surface Maintenance by $5,000; Decrease 2003-4063-706.0000 Salaries Permanent-Surface Maintenance by $5,000; Increase 2003-4068-705.0000 Supervision Salaries-Trees & Shrubs by $500; Decrease 2003-4068-706.0000 Salaries Permanent-Trees & Shrubs by $500; Decrease 2003-4068-943.0000 Equipment Rental-Trees & Shrubs by $2,600; Increase 2003-4069-705.0000 Supervision Salaries-Drainage by $2,000; Decrease Salaries Permanent-Trees & Shrubs 2003-4069-706.0000 by $2,000; Increase 2003-4078-705.0000 Supervision Salaries-Winter Maintenance by $300; Decrease 2003-4078-719.0000 Fringe Benefits-Winter Maintenance by $4,600; Increase 2003-4078-757.0000 Operating Expenditures-Salt-Winter Maintenance by $4,300; Increase 2003-4082-703.0000 Administration Salaries-Admin by $13,000; Decrease 2003-4082-705.0000 Supervision Salaries-Admin by $100; Increase 2003-4082-709.0000 Overtime-Admin by $100; Decrease 2003-4082-718.0000 Retirement MERS-Retirees-Admin by $5,000; Decrease 2003-4082.757.0000 Operating Expenditures-Admin by $1,000; Decrease 2003-4090-957.0020 Special Assessment City Owned Transfer by $4,400.

8. Approve and authorize the following 2017-2018 budget amendment in the Motor Pool Fund budget: Increase 6061-0000-650.0608 Material Sales-Salt by $34,800; Decrease 6061-6061-719.0000 Fringe Benefits by $10,000; Increase 6061-6061-748.7008 Salt by $44,800.

9. Approve and authorize the following 2017-2018 budget amendment in the Major Streets Fund: Increase 2002-0000-556.0000 State Revenue PA 82 by $268,400; Increase 2002-4051-802.7602 PA 82 Road Preservation by $268,400.

10. Approve and authorize the following 2017-2018 budget amendment to the Major Streets Fund: Decrease 2002-4051-802.7594 Chip Seal by $151,500; Decrease 2002-4051-802.7595 DWRF Repairs by $272,500; Decrease 2002-4051-802.7600 Potter Rd by $80,000; Increase 2002-0000-390.0000 Unappropriated Surplus by $504,000.

11. Approve and authorize the following 2017-2018 budget amendment in the Fire Fund: Increase 2006-0000-678.0000 Reimbursement Income by $1,500; Increase 2006-2006-977.7089 New Equipment by $1,500.

12. Approve and authorize the following 2017-2018 budget amendment in the Fire Fund: Decrease 2006-2006-719.0000 Fringe Benefits by $2,000; Increase 2006-2006-921.0000 Sewer Payments by $2,000.

13. Approve and authorize the request for Residential Sanitary Sewer Installer's License for L. Zellar and Sons Excavating inc., G-1406 S. Linden Road, Flint, MI 48532

14. Approve and authorize the request for Water/Sewer Installer's License for Blaze Contracting, Inc, 5640 St. Jean Street, Detroit, MI 48213

15. Approve and Authorize an addition to the fee book for the updating and inclusion of fees for the plan reviews, testing, and permits for fire alarms and suppression systems contingent upon the second reading of ordinance Chapter 92

16. Execute an amended Defined Benefit Plan Adoption Agreement

Move to authorize the City to execute an amended Defined Benefit Plan Adoption Agreement for defined Benefit Division Numbers 02 and 20 which restores the City of Burton's maximum contribution to 35% of wages, as stated by Section 42.1 (D) of the Command collective bargaining agreement and Section 42.6 (D) of the Patrol collective bargaining agreement, for wages earned on or after July 1, 2018

17. Motion to reconsider Council action on agenda item #1.

K. FIRST READING OF ORDINANCE

L. SECOND READING OF ORDINANCE

1. Approve and authorize Second Reading of an Ordinance 2018- - 51, an Ordinance TO AMEND CHAPTER 51, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO AMEND THE REFERENCE TO THE TABLE OF UNIT FACTORS.

2. Approve and authorize Second Reading of an Ordinance 2018- - 52, an Ordinance TO AMEND CHAPTER 52, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCE OF THE CITY OF BURTON TO AMEND REFERENCE TO THE TABLE OF UNIT FACTORS AND TO REPEAL APPENDIX A USAGE TABLE FROM THE CODIFIED ORDINANCE.

3. Approve and authorize Second Reading of an Ordinance 2018- - 92 TO AMEND CHAPTER 92, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO ALLOW PERMITTING AND INSPECTIONS FOR FIRE SUPPRESSION SYSTEMS AND FIRE ALARM SYSTEMS.

Agendas and minutes may be found at www.burtonmi.gov

CITY OF BURTON

BURTON CITY COUNCIL MEETING

MAY 7, 2018

MINUTES

Council Chambers	**Public Hearing**	**6:45 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:45 PM.

A. CALL TO ORDER

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

B. PRESENTATION

C. OPEN PUBLIC HEARING

1. A special city council meeting for the purpose of a public hearing to consider any objections and/or favorable comments relative to the 2018-2019 proposed budget at 6:45 PM May 7, 2018.

D. CLOSE PUBLIC HEARING

Meeting was adjourned at 6:47 PM.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

MAY 21, 2018

MINUTES

Council Chambers	**Public Hearing**	**6:15 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:15 PM.

A. CALL TO ORDER

me	Title	Status		ive
nco	Councilman	Present		
s	Vice President	Present		
e	Councilman	Present		
r	President	Present		
	Councilman	Late	6:30 PM	
	Councilman	Present		
ey	Councilwoman	Present		

B. STAFF PRESENT

Paula Zelenko, Mayor
Rik Hayman, Chief of Staff
Charles Abbey, DPW Director
Bette Bigsby, Acting City Clerk

C. OPEN PUBLIC HEARING

1. THIS IS THE TIME FIXED FOR HEARING AND CONSIDERING ANY OBJECTIONS AND/OR FAVORABLE COMMENTS RELATIVE TO A REVIEW TO AMEND CHAPTER 52, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCE OF THE CITY OF BURTON TO AMEND REFERENCE TO THE TABLE OF UNIT FACTORS AND TO REPEAL APPENDIX A USAGE TABLE FROM THE CODIFIED ORDINANCE.

D. PRESENTATION

Mayor Zelenko stated this hearing is to amend an ordinance with the reference of the table unit factors as an appendence of the ordinance and adding wording to reference the table unit factors in the fee schedule book. It is referenced to an improper place. It needs to be in the fee schedule, not in the ordinance.

Mr. Abbey stated this is the only one that isn't in our fee book. It has been set up by ordinance. Any time you want to modify it or change it, there is quite a process. The reason this takes an ordinance change is because you have to take it out and put it in the table. You still control what the rates are, but it is a simple resolution pass, not a whole change in modifying the ordinance. There are classifications like the county. These are things that the county has already raised. It is not a question of whether you have to raise them, the county already charges us that. There are things that we didn't have in there, like auto repair oil change. You have to put a unit factor in for those, we don't have one.

So we're guessing what those unit factors are. We don't have a classification for the medical marijuana facilities, distribution facilities, manufacturing or warehousing. We need a unit factor for those facilities when they come in. We have to have a unit to give them their REU factors. This has to be revisited periodically and updated because industries and uses change. The other changes you see in there are just county updates. This has nothing to do with us. We have to pay the county that automatically. This is what the county charges for the REU's. This is out of our control, but our stuff has to match that because that is what we pay to them. We have updated the table and added the marijuana facilities. We have taken some things out of the ordinance and moved them to the table. Everything else is in our rate book. The council controls that by a resolution. This is the only thing that didn't make it to the rate book. The county changed their rate at the drain office. There is a delay before we receive this new rate.

Mr. Heffner said we buy the water from the county at a certain price and we charge our customers a certain price. The county has nothing to do with what we charge our customers.

Mayor Zelenko said we want to make sure that we are charging our customers enough to cover what the county bills us. This is why we need to look at this every year and update it.

Mr. Martinbianco asked how often the Water and Waste Committee get together to review the suggestions that Mr. Wright makes. Partically in cases like this. You would think these would be published immediately after the board gets together.

Mayor Zelenko said there was a delay in this due to Grand Blanc Schools suing the county in 2007. That law suit recently got settled in the last year or so. The county didn't want to change their table unit of factors until after that law suit was settled.

E. AUDIENCE PARTICIPATION

None.

F. CLOSE PUBLIC HEARING

Meeting was adjourned at 6:31 PM.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

MAY 21, 2018

MINUTES

Council Chambers	**Public Hearing**	**6:30 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:34 PM.

A. CALL TO ORDER

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

B. STAFF PRESENT

Paula Zelenko, Mayor
Rik Hayman, Chief of Staff
Charles Abbey, DPW Director
Bette Bigsby, Acting City Clerk

C. OPEN PUBLIC HEARING

1. THIS IS THE TIME FIXED FOR HEARING AND CONSIDERING ANY OBJECTIONS AND/OR FAVORABLE COMMENTS RELATIVE TO A REVIEW TO AMEND CHAPTER 51, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO AMEND THE REFERENCE TO THE TABLE OF UNIT FACTORS.

D. PRESENTATION

Mr. Abbey stated we need to modify the ordinance so that it is clear as to where you will find the fee table. The fees will be moved into a fee table book. That way they are done by resolution and if they ever need to be modified, it's just a simple resolution by the council.

E. AUDIENCE PARTICIPATION

None.

F. CLOSE PUBLIC HEARING

Meeting was adjourned at 6:40 PM.

CITY OF BURTON

BURTON CITY COUNCIL MEETING

MAY 21, 2018

MINUTES

Council Chambers	**Public Hearing**	**6:45 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 6:45 PM.

A. CALL TO ORDER

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

B. STAFF PRESENT

Paula Zelenko, Mayor
Rik Hayman, Chief of Staff
Charles Abbey, DPW Director
Kirk Wilkinson, Asst. Fire Chief
Bill Fowler, Assessor
Bette Bigsby, Acting City Clerk

C. OPEN PUBLIC HEARING

1. THIS IS THE TIME FIXED FOR HEARING AND CONSIDERING ANY OBJECTIONS AND/OR FAVORABLE COMMENTS RELATIVE TO A REVIEW TO AMEND CHAPTER 92, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO ALLOW PERMITTING AND INSPECTIONS FOR FIRE SUPPRESSION SYSTEMS AND FIRE ALARM SYSTEMS.

D. PRESENTATION

Mayor Zelenko stated this is to add new language to the ordinance to allow the inspection and the permiting of fire suppression and fire alarm systems.

Mr. Wilkinson said previously the state would not let a local municipality inspect fire suppression systems or fire alarm systems unless you had your own mechanical, plumbing and electrical inspector. I am licensed through the state to do the plan reviews, inspections and acceptance testing for fire alarm and sprinkler systems. Instead of people paying the state to have this done, they can come here. This brings the revenue here.

E. AUDIENCE PARTICIPATION

None.

F. CLOSE PUBLIC HEARING

Meeting was adjourned at 6:49 PM.

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

DEFEATED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3853)

DOC ID: 3853

Approve and authorize the following 2017-2018 budget amendment: Increase 1001-1001-826.0000 Legal-Council by $10,000; Decrease 1001-1091-719.0000 Fringe Benefits-Election by $10,000; Increase 1001-1091-720.0000 Unemployment Expenditures-Election by $5,500; Decrease 1001-2015-719.0000 Fringe Benefits-Clerk by $10,400; Increase 1001-2015-720.0000 Unemployment Expenditures-Clerk by $1,900; Decrease 1001-2023-706.0000 Salaries Permanent-Controller by $1,000; Increase 1001-2023-709.0000 Overtime-Controller by $1,000; Increase 1001-2065-826.0000 Legal-City Hall by $3,000.

ATTACHMENTS:

- BA 3853 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 30, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the General Fund Budget as follows: Increase 1001-1001-826.0000 by $10,000; Decrease 1001-1091-719.0000 by $10,000; Increase 1001-1091-720.0000 by $5,500; Decrease 1001-2015-719.0000 by $10,400; Increase 1001-2015-720.0000 by $1,900; Decrease 1001-2023-706.0000 by $1,000; Increase 1001-2023-709.0000 by $1,000; Increase 1001-2065-826.0000 by $3,000.

The City Council and City Hall Legal accounts are approaching their budget of $90,000 and $27,000, respectively. As such, I would recommend adding $10,000 and $3,000, respectively, to these accounts to cover estimated expenditures for the remainder of the fiscal year.

The Unemployment Expenditures-Election and Unemployment Expenditures-Clerk accounts have nothing budgeted. As such, I would recommend adding $5,500 and $1,900, respectively, to cover anticipated costs for the fiscal year.

The Overtime-Controller account is currently over budget by $25. As such, I would recommend adding $1,000 to that account to cover anticipated costs for the remainder of the fiscal year.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND							
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	0.0
Dept 1001 - COUNCIL							
1001-1001-703.0000	SALARY		67,000.00	61,812.69	5,583.35	5,187.31	92.2
1001-1001-710.0000	BOARD OF REVIEW		2,700.00	2,625.00	0.00	75.00	97.2
1001-1001-719.0000	FRINGE BENEFITS		48,700.00	47,506.21	3,191.11	1,193.79	97.5
1001-1001-727.0000	OFFICE SUPPLIES		1,000.00	999.99	0.00	0.01	100.0
1001-1001-728.0000	INFORMATION TECH ALLOCATION		22,400.00	22,400.00	0.00	0.00	100.0
1001-1001-731.0000	POSTAGE		0.00	0.00	0.00	0.00	0.0
1001-1001-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES		47,600.00	47,539.11	32,687.50	60.89	99.8
1001-1001-818.0000	CONTRACTUAL SERVICES		5,000.00	4,421.49	0.00	578.51	88.4
1001-1001-818.0001	MASTER PLAN		10,000.00	8,463.79	0.00	1,536.21	84.6
1001-1001-819.0000	COMPUTERS/PRINTER IN CHAMBERS		0.00	0.00	0.00	0.00	0.0
1001-1001-826.0000	LEGAL	+10,000	90,000.00	87,544.11	13,000.08	2,455.89	97.2
1001-1001-828.0000	MEMBERSHIP & DUES		12,000.00	12,000.00	0.00	0.00	100.0
1001-1001-864.0000	TRAINING		10,000.00	1,252.82	0.00	8,747.18	12.5
1001-1001-900.0000	NOTICES		5,000.00	3,440.28	656.16	1,559.72	68.8
1001-1001-910.0000	INSURANCE		105,000.00	84,303.87	0.00	20,696.13	80.2
1001-1001-956.0000	MISCELLANEOUS		500.00	99.98	0.00	400.02	20.0
1001-1001-956.0003	CITY COUNCIL NEWSLETTER		5,000.00	0.00	0.00	5,000.00	0.0
1001-1001-956.0400	VIDEO TAPING OF COUNCIL MTGS		0.00	0.00	0.00	0.00	0.0
Total Dept 1001 - COUNCIL			431,900.00	384,409.34	55,118.20	47,490.66	89.0
Dept 1071 - MAYOR							
1001-1071-703.0000	SALARY		75,000.00	65,463.75	5,692.50	9,536.25	87.2
1001-1071-706.0000	SALARIES PERMANENT		57,700.00	47,661.96	3,360.00	10,038.04	82.6
1001-1071-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.0
1001-1071-717.0000	RETIREMENT - MERS ACTIVE		9,100.00	8,041.12	538.42	1,058.88	88.3
1001-1071-718.0000	RETIREMENT - MERS RETIREES		15,500.00	13,455.51	843.00	2,044.49	86.8
1001-1071-719.0000	FRINGE BENEFITS		71,300.00	46,823.17	4,999.82	24,476.83	65.6
1001-1071-727.0000	OFFICE SUPPLIES		1,000.00	257.11	0.00	742.89	25.7
1001-1071-728.0000	INFORMATION TECH ALLOCATION		8,200.00	8,200.00	0.00	0.00	100.0
1001-1071-731.0000	POSTAGE		400.00	84.85	0.00	315.15	21.2
1001-1071-757.0000	OPERATING EXPENDITURES		1,000.00	166.01	0.00	833.99	16.6
1001-1071-818.0000	CONTRACTUAL SERVICE		1,000.00	225.50	0.00	774.50	22.5
1001-1071-828.0000	MEMBERSHIP & DUES		2,000.00	1,872.00	0.00	128.00	93.6
1001-1071-863.0000	AUTO REPAIR		500.00	35.43	0.00	464.57	7.0
1001-1071-864.0000	TRAINING		5,000.00	3,205.49	0.00	1,794.51	64.1
1001-1071-867.0000	GAS & OIL		1,000.00	880.30	241.40	119.70	88.0
1001-1071-868.0000	AUTO WASH		300.00	0.00	0.00	300.00	0.0
1001-1071-910.0000	INSURANCE		0.00	0.00	0.00	0.00	0.0
1001-1071-956.0000	MISCELLANEOUS		1,500.00	1,051.49	0.00	448.51	70.1
1001-1071-984.0000	OFFICE EQUIPMENT		400.00	0.00	0.00	400.00	0.0
1001-1071-985.0000	VEHICLE		0.00	0.00	0.00	0.00	0.0
Total Dept 1071 - MAYOR			250,900.00	197,423.69	15,675.14	53,476.31	78.69

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND						
Expenditures						
Dept 1091 - ELECTION						
1001-1091-706.0000	SALARIES PERMANENT	68,900.00	46,513.46	2,558.37	22,386.54	67.5
1001-1091-709.0000	OVERTIME	6,100.00	3,764.56	498.40	2,335.44	61.7
1001-1091-710.0000	FEES PER DIEM	31,000.00	24,416.18	909.61	6,583.82	78.7
1001-1091-717.0000	RETIREMENT - MERS ACTIVE	5,000.00	2,146.18	22.51	2,853.82	42.9
1001-1091-718.0000	RETIREMENT - MERS RETIREES	39,000.00	17,748.15	122.29	21,251.85	45.5
1001-1091-719.0000	FRINGE BENEFITS	—10,000 35,000.00	18,102.04	713.70	16,897.96	51.7
1001-1091-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	+5,500 0.00	2,986.50	0.00	(2,986.50)	100.0
1001-1091-727.0000	SUPPLIES	6,000.00	2,181.32	0.00	3,818.68	36.3
1001-1091-728.0000	INFORMATION TECH ALLOCATION	1,100.00	1,100.00	0.00	0.00	100.0
1001-1091-731.0000	POSTAGE	5,500.00	2,513.70	0.00	2,986.30	45.7
1001-1091-757.0000	OPERATING EXPENDITURES	0.00	0.00	0.00	0.00	0.0
1001-1091-818.0000	CONTRACTUAL SERVICE	29,000.00	15,478.76	0.00	13,521.24	53.3
1001-1091-861.0000	AUTO ALLOWANCE	500.00	126.90	16.90	373.10	25.3
1001-1091-864.0000	TRAINING	3,000.00	790.86	0.00	2,209.14	26.3
1001-1091-900.0000	NOTICES	400.00	0.00	0.00	400.00	0.0
1001-1091-943.0000	EQUIPMENT RENTAL	1,500.00	321.40	0.00	1,178.60	21.4
1001-1091-956.0000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.0
1001-1091-956.1091	HAVA GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.0
1001-1091-977.7089	NEW EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.0
1001-1091-999.4001	TRANSFER TO CAPITAL IMPROV.	2,500.00	0.00	0.00	2,500.00	0.0
Total Dept 1091 - ELECTION		235,600.00	138,290.01	4,841.78	97,309.99	58.7
Dept 2009 - ASSESSOR						
1001-2009-703.0000	SALARY	75,000.00	68,843.75	3,312.50	6,156.25	91.7
1001-2009-706.0000	SALARIES PERMANENT	141,700.00	122,562.90	11,185.60	19,137.10	86.4
1001-2009-709.0000	OVERTIME	1,500.00	1,254.48	0.00	245.52	83.6
1001-2009-717.0000	RETIREMENT - MERS ACTIVE	2,800.00	1,049.61	98.44	1,750.39	37.4
1001-2009-718.0000	RETIREMENT - MERS RETIREES	15,100.00	5,704.08	534.68	9,395.92	37.7
1001-2009-719.0000	FRINGE BENEFITS	83,500.00	59,527.12	3,684.20	23,972.88	71.2
1001-2009-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.0
1001-2009-727.0000	OFFICE SUPPLIES	1,200.00	778.70	0.00	421.30	64.8
1001-2009-728.0000	INFORMATION TECH ALLOCATION	6,100.00	6,100.00	0.00	0.00	100.0
1001-2009-731.0000	POSTAGE	6,700.00	6,492.85	249.77	207.15	96.9
1001-2009-757.0000	OPERATING EXPENDITURES	200.00	150.07	0.00	49.93	75.0
1001-2009-818.0000	CONTRACTUAL SERVICE	4,000.00	2,367.64	273.25	1,632.36	59.1
1001-2009-818.7100	PICTOMETRY & ORTHOIMAGERY PROJECT	3,000.00	2,855.89	2,855.89	144.11	95.2
1001-2009-826.0000	LEGAL	2,000.00	994.80	0.00	1,005.20	49.7
1001-2009-828.0000	MEMBERSHIP & DUES	1,000.00	525.00	0.00	475.00	52.5
1001-2009-863.0000	AUTO REPAIR	3,000.00	800.03	0.00	2,199.97	26.6
1001-2009-864.0000	TRAINING	3,500.00	2,477.50	0.00	1,022.50	70.7
1001-2009-867.0000	GAS & OIL	1,000.00	264.68	0.00	735.32	26.4
1001-2009-868.0000	AUTO WASH	100.00	0.00	0.00	100.00	0.0
1001-2009-880.0000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.0
1001-2009-934.0000	EQUIPMENT REPAIR	0.00	0.00	0.00	0.00	0.0
1001-2009-960.0000	DEED RECORDING	0.00	0.00	0.00	0.00	0.0
1001-2009-984.0000	OFFICE EQUIPMENT	1,200.00	0.00	0.00	1,200.00	0.0
1001-2009-985.0000	CAPITAL - VEHICLE	0.00	0.00	0.00	0.00	0.0
1001-2009-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.00
Total Dept 2009 - ASSESSOR		352,600.00	282,749.10	22,194.33	69,	

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDUS
Fund 1001 - GENERAL FUND							
Expenditures							
Dept 2015 - CLERK							
1001-2015-703.0000	CLERK SALARY		60,600.00	44,961.28	4,659.20	15,638.72	74.1
1001-2015-706.0000	SALARIES PERMANENT		29,200.00	23,044.89	1,680.77	6,155.11	78.9
1001-2015-709.0000	OVERTIME		3,800.00	2,699.08	258.52	1,100.92	71.0
1001-2015-717.0000	RETIREMENT - MERS ACTIVE		10,900.00	7,864.44	780.77	3,035.56	72.1
1001-2015-718.0000	RETIREMENT - MERS RETIREES		23,000.00	12,474.16	1,723.19	10,525.84	54.2
1001-2015-719.0000	FRINGE BENEFITS	-10,400	52,300.00	22,961.20	866.64	29,338.80	43.9
1001-2015-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	+1,900	0.00	995.50	0.00	(995.50)	100.0
1001-2015-727.0000	OFFICE SUPPLIES		800.00	610.12	0.00	189.88	76.2
1001-2015-728.0000	INFORMATION TECH ALLOCATION		3,100.00	3,100.00	0.00	0.00	100.0
1001-2015-731.0000	POSTAGE		300.00	163.34	0.00	136.66	54.4
1001-2015-757.0000	OPERATING EXPENDITURES		0.00	0.00	0.00	0.00	0.0
1001-2015-818.0000	CONTRACTUAL SERVICE		600.00	350.00	0.00	250.00	58.3
1001-2015-828.0000	MEMBERSHIP & DUES		900.00	66.00	0.00	834.00	7.3
1001-2015-861.0000	AUTO ALLOWANCE		300.00	276.75	0.00	23.25	92.2
1001-2015-864.0000	TRAINING		3,500.00	1,903.15	0.00	1,596.85	54.3
1001-2015-956.0000	MISCELLANEOUS		300.00	300.00	0.00	0.00	100.0
1001-2015-977.7089	NEW EQUIPMENT		1,000.00	0.00	0.00	1,000.00	0.0
1001-2015-984.0000	OFFICE EQUIPMENT		0.00	0.00	0.00	0.00	0.0
1001-2015-999.4001	TRANSFER TO CAPITAL IMPROV.		0.00	0.00	0.00	0.00	0.0
Total Dept 2015 - CLERK			190,600.00	121,769.91	9,969.09	68,830.09	63.8
Dept 2023 - CONTROLLER							
1001-2023-703.0000	CONTROLLER SALARY		12,400.00	10,460.95	949.29	1,939.05	84.3
1001-2023-706.0000	SALARIES PERMANENT	-1,000	37,000.00	27,056.52	2,041.46	9,943.48	73.1
1001-2023-709.0000	OVERTIME	+1,000	1,600.00	1,624.88	294.47	(24.88)	101.5
1001-2023-717.0000	RETIREMENT - MERS ACTIVE		6,100.00	4,776.39	352.53	1,323.61	78.3
1001-2023-718.0000	RETIREMENT - MERS RETIREES		24,300.00	15,270.38	926.95	9,029.62	62.8
1001-2023-719.0000	FRINGE BENEFITS		28,700.00	17,883.16	1,803.57	10,816.84	62.3
1001-2023-727.0000	OFFICE SUPPLIES		1,600.00	1,130.25	0.00	469.75	70.6
1001-2023-728.0000	INFORMATION TECH ALLOCATION		6,100.00	6,100.00	0.00	0.00	100.0
1001-2023-731.0000	POSTAGE		200.00	36.74	0.00	163.26	18.3
1001-2023-818.0000	CONTRACTUAL SERVICE		1,500.00	1,500.00	0.00	0.00	100.0
1001-2023-828.0000	MEMBERSHIP & DUES		1,800.00	1,799.00	0.00	1.00	99.9
1001-2023-864.0000	TRAINING		3,400.00	1,109.11	0.00	2,290.89	32.6
1001-2023-956.0000	MISCELLANEOUS		400.00	27.40	0.00	372.60	6.8
1001-2023-984.0000	OFFICE EQUIPMENT		0.00	0.00	0.00	0.00	0.0
Total Dept 2023 - CONTROLLER			125,100.00	88,774.78	6,368.27	36,325.22	70.9
Dept 2053 - TREASURER							
1001-2053-703.0000	TREASURER SALARY		13,900.00	11,129.24	1,065.02	2,770.76	80.0
1001-2053-706.0000	SALARIES PERMANENT		9,600.00	8,317.36	739.30	1,282.64	86.6
1001-2053-709.0000	OVERTIME		200.00	8.65	0.00	191.35	4.3
1001-2053-717.0000	RETIREMENT - MERS ACTIVE		700.00	635.80	166.27	64.20	90.8
1001-2053-718.0000	RETIREMENT - MERS RETIREES		1,000.00	497.03	35.34	502.97	49.7
1001-2053-719.0000	FRINGE BENEFITS		10,200.00	8,911.49	192.87	1,288.51	87.3
1001-2053-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE		0.00	0.00	0.00	0.00	0.00
1001-2053-727.0000	OFFICE SUPPLIES		600.00	431.00	0.00	169.00	71.83
1001-2053-728.0000	INFORMATION TECH ALLOCATION		1,600.00	1,600.00	0.00		

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND						
Expenditures						
1001-2053-731.0000	POSTAGE	15,000.00	11,068.31	0.00	3,931.69	73.7
1001-2053-757.0000	OPERATING EXPENDITURES	200.00	111.42	0.00	88.58	55.7
1001-2053-818.0000	CONTRACTUAL SERVICE	2,600.00	2,290.88	210.08	309.12	88.1
1001-2053-827.0000	TAX ROLL EXPENSE	7,500.00	6,549.56	0.00	950.44	87.3
1001-2053-828.0000	MEMBERSHIP & DUES	100.00	50.00	0.00	50.00	50.0
1001-2053-864.0000	TRAINING	1,000.00	55.00	0.00	945.00	5.5
1001-2053-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)	0.00	0.00	0.00	0.00	0.0
1001-2053-956.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.0
1001-2053-956.3000	BANKING SUPPLIES	500.00	209.56	0.00	290.44	41.9
1001-2053-984.0000	OFFICE EQUIPMENT	1,500.00	0.00	0.00	1,500.00	0.0
Total Dept 2053 - TREASURER		66,200.00	51,865.30	2,408.88	14,334.70	78.3
Dept 2065 - CITY HALL						
1001-2065-706.0000	SALARIES PERMANENT	38,000.00	21,322.14	3,105.00	16,677.86	56.1
1001-2065-709.0000	OVERTIME	300.00	233.31	0.00	66.69	77.7
1001-2065-717.0000	RETIREMENT - MERS ACTIVE	800.00	2,578.63	512.51	(1,778.63)	322.3
1001-2065-718.0000	RETIREMENT - MERS RETIREES	4,200.00	5,794.29	1,105.98	(1,594.29)	137.9
1001-2065-719.0000	FRINGE BENEFITS	16,500.00	9,606.72	3,119.55	6,893.28	58.2
1001-2065-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.0
1001-2065-727.0000	OFFICE SUPPLIES	6,000.00	3,353.52	204.82	2,646.48	55.8
1001-2065-728.0000	INFORMATION TECH ALLOCATION	95,000.00	95,000.00	0.00	0.00	100.0
1001-2065-757.0000	OPERATING EXPENDITURES	200.00	135.06	0.00	64.94	67.5
1001-2065-818.0000	CONTRACTUAL SERVICE	6,500.00	6,138.68	1,038.99	361.32	94.4
1001-2065-825.0000	JANITORIAL	10,000.00	7,920.00	720.00	2,080.00	79.2
1001-2065-826.0000	LEGAL	+3,000 27,000.00	24,810.95	1,259.15	2,189.05	91.8
1001-2065-864.0000	TRAINING	0.00	0.00	0.00	0.00	0.0
1001-2065-910.0000	BUILDING INSURANCE	4,700.00	3,759.59	0.00	940.41	79.9
1001-2065-920.0000	UTILITIES	45,000.00	30,365.47	0.00	14,634.53	67.4
1001-2065-937.0000	BUILDING MAINT & SUPPLIES	28,000.00	23,253.78	369.04	4,746.22	83.0
1001-2065-937.8000	ADA BLDG/MAINT & SUPPLIES	4,800.00	1,779.65	0.00	3,020.35	37.0
1001-2065-938.0000	MAINT OF GROUNDS	5,700.00	5,488.13	233.51	211.87	96.2
1001-2065-943.0000	EQUIPMENT RENTAL	8,000.00	4,492.69	0.00	3,507.31	56.1
1001-2065-956.0401	PAYMENT ON PENSION UAL	976,000.00	976,000.00	0.00	0.00	100.0
1001-2065-977.7089	NEW EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.0
1001-2065-977.7090	CITY HALL EXPANSION/LEASE DEBT SERVICE	150,000.00	149,724.70	0.00	275.30	99.8
1001-2065-999.4001	TRANSFER TO CAPITAL IMPROV.	0.00	0.00	0.00	0.00	0.0
Total Dept 2065 - CITY HALL		1,429,700.00	1,371,757.31	11,668.55	57,942.69	95.9
Dept 2071 - PUBLIC SERVICE						
1001-2071-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.0
1001-2071-717.0000	RETIREMENT - MERS ACTIVE	0.00	1.78	1.78	(1.78)	100.0
1001-2071-718.0000	RETIREMENT - MERS RETIREES	0.00	9.66	9.66	(9.66)	100.0
1001-2071-719.0000	FRINGE BENEFITS	0.00	21.50	21.50	(21.50)	100.0
1001-2071-879.0000	PUBLIC RELATIONS	1,200.00	782.50	382.50	417.50	65.2
1001-2071-880.0000	ECONOMIC DEVELOPMENT-NEXT CORP	3,000.00	3,000.00	0.00	0.00	100.0
1001-2071-922.0000	DRAINS AT LARGE	46,000.00	45,873.15	0.00	126.85	99.7
1001-2071-922.0001	GILKEY CREEK PRINCIPAL	39,000.00	38,923.00	0.00	77.00	99.80
1001-2071-922.0002	GILKEY CREEK INTEREST	5,000.00	4,968.58	0.00	31.42	99.37
1001-2071-926.0000	STREET LIGHTING	380,000.00	298,258.29	636.58	81,[illegible]	[illegible]

Attachment: BA 3853 (3853 : Budget Amendment (Budget #))

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2017			**1001-1001-826.0000 LEGAL**		BEG. BALANCE		0.00
07/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	142	625.00		625.00
08/01/2017	AP	INV	GREENFELDER LAW OFFICE LEGAL SERVICES 7/1 - 7/18/17	17-14858	7,687.50		8,312.50
08/10/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	149	1,375.00		9,687.50
08/25/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	153	1,531.25		11,218.75
08/29/2017	AP	INV	MASUD JULY 2017 LEGAL SERVICES	56068	3,443.41		14,662.16
09/08/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	156	1,675.10		16,337.26
09/13/2017	AP	INV	F. JACK BELZER, P.C. LEGAL FEES	8175	9,450.00		25,787.26
09/21/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	163	1,812.50		27,599.76
09/25/2017	AP	INV	F. JACK BELZER, P.C. LEGAL SERVICES	8229	1,400.00		28,999.76
10/05/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	165	1,531.25		30,531.01
10/05/2017	AP	INV	MASUD LEGAL SERVICES	56231	8,719.20		39,250.21
10/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	172	1,549.15		40,799.36
10/19/2017	AP	INV	MASUD LEGAL SERVICES	56384	6,175.00		46,974.36
11/10/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	177	2,299.70		49,274.06
11/21/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	182	718.75		49,992.81
12/01/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES 11/15-11/28/17	186	812.50		50,805.31
12/06/2017	AP	INV	GREENFELDER LAW OFFICE LEGAL SERVICES	661	676.50		51,481.81
12/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES 11/29-12/12/17	193	843.75		52,325.56
01/05/2018	AP	INV	AMANDA N. DOYLE LEGAL FEES	195	980.00		53,305.56
01/05/2018	AP	INV	MASUD LEGAL FEES - LABOR	56530	1,292.00		54,597.56
01/05/2018	AP	INV	MASUD LEGAL FEES - LABOR	56682	1,235.00		55,832.56
01/17/2018	AP	INV	AMANDA N. DOYLE LEGAL FEES	203	1,187.50		57,020.06
01/26/2018	AP	INV	F. JACK BELZER, P.C. CITY COUNCIL LEGAL FEES	8344	1,700.00		58,720.06
01/26/2018	AP	INV	F. JACK BELZER, P.C. CITY COUNCIL LEGAL FEES	8398	50.00		58,770.06
01/26/2018	AP	INV	F. JACK BELZER, P.C. CITY COUNCIL LEGAL FEES	8293	400.00		59,170.06
01/26/2018	AP	INV	MASUD LABOR ATTORNEY FEES FOR DECEMBER 201	56836	2,014.00		61,184.06
02/08/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	205	1,000.00		62,184.06
02/08/2018	AP	VOID	AMANDA N. DOYLE Void Invoice 205 1905	205		1,000.00	61,184.06
02/09/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	205	1,000.00		62,184.06
02/23/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	211	963.53		63,147.59
02/23/2018	AP	INV	MASUD LEGAL SERVICES	57013	2,834.17		65,981.76
03/09/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	213	812.51		66,794.27
03/22/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	218	687.50		67,481.77
03/22/2018	AP	INV	MASUD LEGAL SERVICES	57166	3,553.00		71,034.77
04/06/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	220	312.50		71,347.27
04/19/2018	AP	INV	F. JACK BELZER, P.C. CITY COUNCIL LEGAL FEES	8576	650.00		71,997.27
04/20/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	226	2,546.76		74,544.03
05/04/2018	AP	VOID	F. JACK BELZER, P.C. Void Invoice 8576 2154	8576		650.00	73,894.03
05/04/2018	AP	INV	F. JACK BELZER, P.C. LEGAL SERVICES	8548	600.00		74,494.03
05/04/2018	AP	INV	F. JACK BELZER, P.C. LEGAL SERVICES	8576	50.00		74,544.03
05/11/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	228	2,145.83		76,689.86
05/11/2018	AP	INV	MASUD LEGAL SERVICES	57443	5,548.00		82,237.86
05/18/2018	AP	INV	GREENFELDER LAW OFFICE LEGAL SERVICES 10/4/17 - 5/9/18	1164	4,812.50		87,050.36
05/24/2018	JE	JE	RECL MAR 2018 LEGAL	8341		475.00	86,575.36
05/25/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	235	968.75		87,544.11
06/30/2018			1001-1001-826.0000	END BALANCE	89,669.11	2,125.00	87,544.11
GRAND TOTALS:					89,669.11	2,125.00	87,544.11

Attachment: BA 3853 (3853 : Budget Amendment (Budget #))

05/30/2018 02:12 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 1001-1091-720.0000 TO 1001-1091-720.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2017			**1001-1091-720.0000 UNEMPLOYMENT EXPENDITURES -**		BEG. BALANCE		0.00
03/31/2018	JE	JE	ACCRUE 1ST QTR UNEMPLOYMENT LIABILIT	8346	2,986.50		2,986.50
06/30/2018			1001-1091-720.0000	END BALANCE	2,986.50	0.00	2,986.50
GRAND TOTALS:					2,986.50		2,986.50

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 1001-2015-720.0000 TO 1001-2015-720.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2017			**1001-2015-720.0000 UNEMPLOYMENT EXPENDITURES -**		BEG. BALANCE		0.00
03/31/2018	JE	JE	ACCRUE 1ST QTR UNEMPLOYMENT LIABILIT	8346	995.50		995.50
06/30/2018			1001-2015-720.0000	END BALANCE	995.50	0.00	995.50
GRAND TOTALS:					995.50		995.50

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2017			**1001-2023-709.0000 OVERTIME**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		39.78		39.78
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		39.81	(0.03)
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		114.83		114.80
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		65.29		180.09
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		33.75		213.84
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		9.94		223.78
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		1.98		225.76
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		40.88		266.64
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		25.86		292.50
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		9.43		301.93
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		31.32		333.25
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		106.08		439.33
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		243.49		682.82
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		148.20		831.02
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		47.76		878.78
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		149.22		1,028.00
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		51.72		1,079.72
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		71.63		1,151.35
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		179.06		1,330.41
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		212.90		1,543.31
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		81.57		1,624.88
06/30/2018			1001-2023-709.0000	END BALANCE	1,664.69	39.81	1,624.88
GRAND TOTALS:					1,664.69	39.81	1,624.88

J.1.a

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 1001 GENERAL FUND							
07/01/2017			**1001-2065-826.0000 LEGAL**		BEG. BALANCE		0.00
07/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	142	62.50		62.50
08/10/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	149	156.25		218.75
08/29/2017	AP	INV	MASUD JULY 2017 LEGAL SERVICES	56068	76.00		294.75
09/08/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	156	156.25		451.00
09/21/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	163	312.50		763.50
10/05/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	165	218.75		982.25
10/05/2017	AP	INV	MASUD LEGAL SERVICES	56231	57.00		1,039.25
10/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	172	718.75		1,758.00
10/19/2017	AP	INV	MASUD LEGAL SERVICES	56384	252.74		2,010.74
11/10/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	177	312.50		2,323.24
11/21/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	182	343.75		2,666.99
12/01/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES 11/15-11/28/17	186	281.25		2,948.24
12/06/2017	AP	INV	GREENFELDER LAW OFFICE LEGAL SERVICES	661	6,942.20		9,890.44
12/06/2017	AP	INV	GREENFELDER LAW OFFICE LEGAL SERVICES	694	500.00		10,390.44
12/19/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES 11/29-12/12/17	193	218.75		10,609.19
01/05/2018	AP	INV	AMANDA N. DOYLE LEGAL FEES	195	187.50		10,796.69
01/05/2018	AP	INV	MASUD LEGAL FEES - LABOR	56530	3,192.00		13,988.69
01/05/2018	AP	INV	MASUD LEGAL FEES - LABOR	56682	3,629.00		17,617.69
01/17/2018	AP	INV	AMANDA N. DOYLE LEGAL FEES	203	562.50		18,180.19
01/26/2018	AP	INV	MASUD LABOR ATTORNEY FEES FOR DECEMBER 201	56836	2,522.78		20,702.97
02/08/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	205	437.50		21,140.47
02/08/2018	AP	VOID	AMANDA N. DOYLE Void Invoice 205 1905	205		437.50	20,702.97
02/13/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	205	437.50		21,140.47
02/23/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	211	416.67		21,557.14
02/23/2018	AP	INV	MASUD LEGAL SERVICES	57013	1,200.16		22,757.30
03/22/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	218	187.50		22,944.80
03/22/2018	AP	INV	MASUD LEGAL SERVICES	57166	294.50		23,239.30
04/06/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	220	218.75		23,458.05
04/20/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	226	93.75		23,551.80
05/11/2018	AP	INV	MASUD LEGAL SERVICES	57443	76.00		23,627.80
05/25/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	235	1,183.15		24,810.95
06/30/2018			1001-2065-826.0000	END BALANCE	25,248.45	437.50	24,810.95
GRAND TOTALS:					25,248.45	437.50	24,810.95

Attachment: BA 3853 (3853 : Budget Amendment (Budget #))

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3859)

DOC ID: 3859

Approve and authorize the following 2017-2018 budget amendment in the Water Fund budget: Decrease 5091-5091-719.0000 Fringe Benefits by $300; Increase 5091-5091-826.0000 Legal by $300.

ATTACHMENTS:

- BA 3859 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 30, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Water Fund Budget as follows: Transfer $300 from 5091-5091-719.0000 to 5091-5091-826.0000.

The Legal account expenditures are approaching its budget of $500. As such, I would recommend that $300 be added to the line item to cover estimated costs for the remainder of the year.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG US
Fund 5091 - WATER DEPARTMENT						
Expenditures						
Dept 5091 - WATER EXPENSES						
5091-5091-703.0000	ADMINISTRATION SALARIES	33,700.00	26,473.71	2,029.73	7,226.29	78.5
5091-5091-705.0000	SUPERVISION SALARIES	59,400.00	50,901.15	4,656.94	8,498.85	85.6
5091-5091-706.0000	SALARIES PERMANENT	339,700.00	227,317.26	21,460.37	112,382.74	66.9
5091-5091-708.0000	SHARED SALARIES	44,600.00	34,637.36	2,678.48	9,962.64	77.6
5091-5091-709.0000	OVERTIME	35,000.00	14,824.52	5,246.62	20,175.48	42.3
5091-5091-717.0000	RETIREMENT - MERS ACTIVE	28,200.00	17,522.33	1,494.48	10,677.67	62.1
5091-5091-718.0000	RETIREMENT - MERS RETIREES	170,700.00	83,142.02	7,216.09	87,557.98	48.7
5091-5091-719.0000	FRINGE BENEFITS	-300 348,400.00	163,106.12	13,255.51	185,293.88	46.8
5091-5091-719.1000	OPEB EXPENSE	100,000.00	0.00	0.00	100,000.00	0.0
5091-5091-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.0
5091-5091-727.0000	OFFICE SUPPLIES	2,200.00	888.67	19.04	1,311.33	40.3
5091-5091-728.0000	INFORMATION TECH ALLOCATION	32,600.00	32,600.00	0.00	0.00	100.0
5091-5091-731.0000	POSTAGE	12,200.00	10,669.46	874.37	1,530.54	87.4
5091-5091-757.0000	OPERATING EXPENDITURES	24,800.00	12,857.93	91.95	11,942.07	51.8
5091-5091-776.0000	REPAIR & MAINTENANCE	40,000.00	35,368.23	0.00	4,631.77	88.4
5091-5091-782.0000	SAND & GRAVEL	1,800.00	555.74	0.00	1,244.26	30.8
5091-5091-789.0000	PIPE & FITTING	90,000.00	67,027.02	2,534.00	22,972.98	74.4
5091-5091-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	8,000.00	8,000.00	0.00	0.00	100.0
5091-5091-814.0000	BILLING CHARGES	5,000.00	4,019.89	536.67	980.11	80.4
5091-5091-816.0000	CHARGES	3,700,000.00	2,691,925.67	259,180.91	1,008,074.33	72.7
5091-5091-818.0000	CONTRACTUAL SERVICE	335,000.00	240,367.89	19,015.95	94,632.11	71.7
5091-5091-818.1000	CONTRACTUAL - WATER TESTING	9,000.00	8,800.00	0.00	200.00	97.7
5091-5091-826.0000	LEGAL	+300 500.00	472.50	125.00	27.50	94.5
5091-5091-828.0000	DUES & MEMBERSHIPS	1,500.00	1,010.00	0.00	490.00	67.3
5091-5091-864.0000	TRAINING	6,000.00	1,840.79	0.00	4,159.21	30.6
5091-5091-875.0000	PENSION EXPENSE	100,000.00	0.00	0.00	100,000.00	0.0
5091-5091-910.0000	INSURANCE	22,000.00	13,655.99	0.00	8,344.01	62.0
5091-5091-920.0000	UTILITIES	10,000.00	7,928.92	174.43	2,071.08	79.2
5091-5091-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)	0.00	0.00	0.00	0.00	0.0
5091-5091-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.0
5091-5091-928.0000	TREATMENT	0.00	0.00	0.00	0.00	0.0
5091-5091-935.0000	PROPERTY LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.0
5091-5091-943.0000	EQUIPMENT RENTAL	125,000.00	69,619.76	0.00	55,380.24	55.7
5091-5091-956.0000	MISCELLANEOUS	2,500.00	482.05	0.00	2,017.95	19.2
5091-5091-956.0001	BAD DEBT EXPENDITURE	0.00	0.00	0.00	0.00	0.0
5091-5091-956.0002	FIRE HYDRANT METER REFUNDS	5,000.00	583.00	0.00	4,417.00	11.6
5091-5091-956.7801	PAVING ASSESSMENTS	0.00	0.00	0.00	0.00	0.0
5091-5091-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
5091-5091-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFER	18,000.00	15,360.24	0.00	2,639.76	85.3
5091-5091-968.0000	DEPRECIATION EXPENSE	567,700.00	0.00	0.00	567,700.00	0.0
5091-5091-970.0200	GIS PHASE I - 50% SWR, 50% WTR	0.00	0.00	0.00	0.00	0.0
5091-5091-970.0400	TAPPING MACHINE	0.00	0.00	0.00	0.00	0.0
5091-5091-970.0500	STORZ HYDRANT COUPLINGS	20,000.00	9,996.00	0.00	10,004.00	49.9
5091-5091-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	207,931.64	0.00	0.00	207,931.64	0.0
5091-5091-984.7850	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.0
5091-5091-991.0000	2011 REVENUE REFUNDING BOND PRINCIPAL	0.00	0.00	0.00	0.00	0.0
5091-5091-991.2011	PRINCIPAL 2011 FENTON RD PROJ	0.00	0.00	0.00	0.00	0.0
5091-5091-994.7851	DISCOUNT ON REVENUE BONDS	0.00	0.00	0.00	0.00	0.0
5091-5091-995.2011	INTEREST 2011 FENTON RD PROJ	9,000.00	7,271.81	0.00	1,728.19	80.8
5091-5091-995.2012	INTEREST ON DWRF #1 FINANCING	136,000.00	101,171.47	0.00	34,828.53	74.39
5091-5091-995.2016	INTEREST ON DWRF #2 FINANCING	94,000.00	70,441.00	0.00	23,559.00	74.94
5091-5091-995.2017	INTEREST ON DWRF #3 FINANCING	82,000.00	63,302.75	0.00	18,[illegible]	[illegible]
5091-5091-995.2018	INTEREST ON DWRF #4 FINANCING	140,000.00	15,395.61	0.00	124,[illegible]	[illegible]

Attachment: BA 3859 (3859 : Budget Amendment (Budget #))

05/30/2018 09:40 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 5091-5091-826.0000 TO 5091-5091-826.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Page: 1/1

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 5091 WATER DEPARTMENT							
07/01/2017			**5091-5091-826.0000 LEGAL**		BEG. BALANCE		0.00
08/29/2017	AP	INV	MASUD JULY 2017 LEGAL SERVICES	56068	76.00		76.00
10/05/2017	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	165	31.25		107.25
10/05/2017	AP	INV	MASUD LEGAL SERVICES	56231	28.50		135.75
10/19/2017	AP	INV	MASUD LEGAL SERVICES	56384	180.50		316.25
01/05/2018	AP	INV	AMANDA N. DOYLE LEGAL FEES	195	31.25		347.50
05/11/2018	AP	INV	AMANDA N. DOYLE LEGAL SERVICES	228	125.00		472.50
06/30/2018			5091-5091-826.0000	END BALANCE	472.50	0.00	472.50
GRAND TOTALS:					472.50		472.50

AGENDA ITEM (ID # 3837)

DOC ID: 3837

Approve and authorize the Attorney Billing (Doyle) 5/14/2018 to 5/25/2018 in the amount $7,033.50.

ATTACHMENTS:

- 2018-05-29 Invoice_237 (PDF)
- 2018-05-29 Invoice_238 (PDF)

Amanda Doyle

702 Church Street
Flint, MI 48502

PHONE: (810) 767-6860 FAX: (810) 767-2817

MONTHLY BILLING INVOICE

INVOICE NUMBER: 237
INVOICE DATE: MAY 29, 2018

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

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-14-18	Non-Prosecutorial	Rec/rev emails and responses from City and Plante Moran re: SICR and corrective action	0:15	$125.00	$31.25
MAY-15-18	Non-Prosecutorial	5/14-5/15: Correspondence w/ zoning re: meeting and review of zoning ordinances	0:15	$125.00	$31.25
MAY-15-18	Non-Prosecutorial	Prepare updated ordinances for American Legal Online to publication form (Burton Place Ordinance, updated 2015.2.54 (SO), Flag ordinance, cover pages, etc.	1:30	$125.00	$187.50
MAY-15-18	Non-Prosecutorial	Receipt and review DRAFT closing documents from Chicago Title for NorthPointe sale; follow up email from R Canon at CTT with revised Closing Statement (MTJ)	0:45	$125.00	$93.75
MAY-16-18	Non-Prosecutorial	Email from Attorney Tim Klink confirming that NorthPointe was ready and willing to close with revised title commitment upon receipt of documents at Chicago Title Co.(MTJ)	0:15	$125.00	$31.25
MAY-16-18	Non-Prosecutorial	Prepare Exhibit A to the NorthPointe Deed, revise the Property Transfer Affidavit and prepare documents for execution by Mayor Zelenko (MTJ)	3:30	$125.00	$437.50
MAY-17-18	Non-Prosecutorial	Correspondence w/ BANA/MERS atty Santi re: QT matter and request for extension to answer; review file and respond to same	0:30	$125.00	$62.50
MAY-17-18	Non-Prosecutorial	Meeting with Mayor Zelenko to review and execute documents for "Closing" on sale of property to NorthPointe; meeting with clerk to obtain copy of Minutes of Meeting with Council Authorization of the sale; Scan and email executed Closing documents to Buyer's attorney and title company; Originals by FedEx Overnight (MTJ)	1:30	$125.00	$187.50
MAY-17-18	Non-Prosecutorial	Mail NP Burton Distribution, LLC Clossing documents FedEx Priority Overnight to Chicago Title Company , Overland Park, Kansas. (MTJ)	1.00	$31.00	$31.00
MAY-18-18	Non-Prosecutorial	5/14-5/18: Rec/ rev various emailed correspondence by and between MTJ, Chicago Title Ins. Co. and NorthPointe Development; conference w/ MTJ re: same	0:15	$125.00	$31.25

INVOICE NUMBER: 237

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-18-18	Non-Prosecutorial	Email from R Canon at title company confirming NorthPointe closing was completed; email from K Weibel with cop[ies of executed closing documents (MTJ)	0:30	$125.00	$62.50
MAY-21-18	Non-Prosecutorial	Rec/rev email from Mayor's office to council re: corrective action plan (N/C)	0:00	$125.00	$0.00
MAY-21-18	Non-Prosecutorial	Rec/rev email to Council from City re: ordinance updates and description of same; Fee Schedules	0:15	$125.00	$31.25
MAY-21-18	Non-Prosecutorial	5/21-5/22: Preparation for/attendance at City Council Meeting; follow up re: same (rec/rev correspondence re: 911 consortium; call w/ Mayor re: AG and County Prosecutor; etc.)	3:00	$125.00	$375.00
MAY-22-18	Non-Prosecutorial	Rec/rev email forward from City re: subpoena to DPW/Slattery re: Belsay Rd. speed limits; review subpoena and respond to Slattery re: same	0:30	$125.00	$62.50
MAY-23-18	Non-Prosecutorial	5/22-5/23: Calls w/ Prosecutor's office; calls w/ Atty Forbush; conference w/ City re: Clerk matter and status of same	0:45	$125.00	$93.75
MAY-24-18	Non-Prosecutorial	Rec/rev email correspondence from Plunkett Cooney re: Alexander v. Viviano, et al (scheduling dated, pleadings, etc.); review same	0:15	$125.00	$31.25
MAY-24-18	Non-Prosecutorial	Rec/rev correspondence and attached motion ruling and status update from Plunkett Cooney in Lancaster v. Coller, et al (N/C)	0:00	$125.00	$0.00
MAY-24-18	Non-Prosecutorial	Rec/rev email request for deeds from purchasing; prepare 3 Shadycroft deeds and transmittal of same	0:30	$125.00	$62.50
MAY-24-18	Non-Prosecutorial	Emails from R Canon at Chicago Title regarding issues with Exhibit B to NorthPointe Deed; receipt and review title commitment, review emails between buyer, seller and title co. addressing allowable exceptions and follow up with Title Co. (MTJ)	1:45	$125.00	$218.75
		Total hours for this invoice	16:15		
		Total amount of this invoice			$2,062.25

Attachment: 2018-05-29 Invoice_237 (3837 : Attorney Billing)

Amanda Doyle

702 Church Street
Flint, MI 48502

PHONE: (810) 767-6860 FAX: (810) 767-2817

MONTHLY BILLING INVOICE

INVOICE NUMBER: 238
INVOICE DATE: MAY 29, 2018

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

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-14-18	Prosecutorial Work	5/10, 5/14: Call from with victim in Staffne DV matter; follow up w/ PD re: same; discussion re: subpoena, disposition, further incidents, etc.	0:30	$125.00	$62.50
MAY-14-18	Prosecutorial Work	Calls from/with Detective re: dog at large complaint; media inquiry; code violation re: number of animals; call w/ LT re: same; follow up w/ code enforcement re: letter addressing issue	0:30	$125.00	$62.50
MAY-15-18	Prosecutorial Work	Conference w/ Detective re: 2 pending DV matters; decline on window matter; authorization on second; follow up, authorization and transmittal on same	0:30	$125.00	$62.50
MAY-15-18	Prosecutorial Work	Attention to Central Court Pretrials (MTJ)	2:00	$125.00	$250.00
MAY-15-18	Prosecutorial Work	Preparation for/attendance at Central Court Pretrials	2:00	$125.00	$250.00
MAY-15-18	Prosecutorial Work	Calls w/ BPD/ Officer Berry re: incorrect UD-10 and correcting same (Syromi)	0:15	$125.00	$31.25
MAY-15-18	Prosecutorial Work	Rec/rev 2 additional DV matters (family, fiance); review complaint and warrant; authorization and transmittal of both	0:30	$125.00	$62.50
MAY-15-18	Prosecutorial Work	Review DV matter and correspondence w/ detective re: same (roommate altercations); 2 separate incidents/complaints; follow up w/ detective re: same	0:30	$125.00	$62.50
MAY-15-18	Prosecutorial Work	Additional DV complaints - Gotschalk & Pugh - authorization and transmittal of same	0:15	$125.00	$31.25
MAY-15-18	Subpoena Fee	City of Burton v Marshall Bell, Jr. - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing (MJ)	4.00	$10.00	$40.00
MAY-15-18	Subpoena Fee	City of Burton v Michael Kemp - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing	2.00	$10.00	$20.00
MAY-15-18	Victim Notice	City of Burton v Randall Ford - Preparation and transmittal of victim notice; forwarding to YWCA	2.00	$10.00	$20.00

Attachment: 2018-05-29 Invoice_238 (3837 : Attorney Billing)

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-15-18	Victim Notice	City of Burton v Estella Walker - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
MAY-16-18	Prosecutorial Work	Rec/rev email w/ attached state crime lab blood results; review same and filing of same	0:15	$125.00	$31.25
MAY-16-18	Prosecutorial Work	Receipt and review of correspondence from Christopher Edmonds regarding Trial (MJ)	0:15	$125.00	$31.25
MAY-16-18	Prosecutorial Work	Preparation of correspondence in response to information from Christopher Edmonds regarding Trial (MJ)	0:15	$125.00	$31.25
MAY-16-18	Prosecutorial Work	Call from/with Detective re: lost pet; civil matter; decline to authorize	0:15	$125.00	$31.25
MAY-16-18	Prosecutorial Work	Call from/with Lt. Odette re: dead cats, dog at large, code enforcement v. criminal matter, etc.	0:30	$125.00	$62.50
MAY-16-18	Victim Notice	Signing of Warrants (MTJ)	4.00	$4.00	$16.00
MAY-17-18	Prosecutorial Work	Rec/rev complaint/warrant request in DV matter from Detective; authorization and transmittal of same	0:15	$125.00	$31.25
MAY-17-18	Prosecutorial Work	Attention to Burton Court Pretrials/Formal Hearings (MTJ)	4:00	$125.00	$500.00
MAY-17-18	Prosecutorial Work	Preparation for/attendance at Burton Court Pretrials	3:00	$125.00	$375.00
MAY-17-18	Prosecutorial Work	Rec/rev corrected UD10 from BPD; review and transmittal of same to Defense Atty (Syromi); follow up call with Atty re: same	0:15	$125.00	$31.25
MAY-17-18	Prosecutorial Work	Receipt and review of corrected UD 10 (City of Burton v Thomas Syromi, Jr.)	0:15	$125.00	$31.25
MAY-17-18	Prosecutorial Work	Forwarding of corrected UD 10 to attorney; Correspondence regarding same (City of Burton v Thomas Syromi, Jr.)	0:15	$125.00	$31.25
MAY-17-18	Prosecutorial Work	Rec/rev proposed subpoena in criminal investigation for medical records; follow up w/ Detective re: same	0:15	$125.00	$31.25
MAY-17-18	Subpoena Fee	City of Burton v Kevin Sopha - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing	2.00	$10.00	$20.00
MAY-17-18	Subpoena Fee	City of Burton v Christopher Edmonds - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing	2.00	$10.00	$20.00
MAY-17-18	Subpoena Fee	City of Burton v Stephanie Looney - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing	3.00	$10.00	$30.00
MAY-17-18	Victim Notice	City of Burton v Ronald L. Voelker, III - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00

INVOICE NUMBER: 238

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-17-18	Victim Notice	City of Burton v Chad E. Kish - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
MAY-17-18	Warrants	Review/authorize complaint/warrants	23.00	$4.00	$92.00
MAY-17-18	Warrants	5/16-5/17: Warrant review/authorization (MTJ)	8.00	$4.00	$32.00
MAY-18-18	Prosecutorial Work	Attention to Pretrials at Burton court; meeting with complainants in Burton v Kenneth Sylvester case; (MTJ)	4:00	$125.00	$500.00
MAY-18-18	Prosecutorial Work	Phone call with victim in Burton v Daniel lester Bowman DV case regarding 5/10/18 dismissal. Referred to Victim Advocate (MTJ)	0:30	$125.00	$62.50
MAY-18-18	Prosecutorial Work	Preparation for/attendance at Burton Court Pretrials/ Non Jury Trials	3:15	$125.00	$406.25
MAY-18-18	Prosecutorial Work	Rec/rev DV warrant request, complaint; review same, authorization and transmittal of same; follow up w/ Detective (x2)	0:30	$125.00	$62.50
MAY-19-18	Prosecutorial Work	Call w/ Detective; review/authorize DV warrant (in jail defendant); transmittal of same and follow up w/ Detective	0:30	$125.00	$62.50
MAY-21-18	Prosecutorial Work	Review assessors records to identify potential witnesses for jury trial in Burton v Kenneth Sylvester disturbing the peace/noise ordinance violation case (MTJ)	0:30	$125.00	$62.50
MAY-21-18	Prosecutorial Work	Telephone conference with victim regarding arraignment date (COB v TYLER CRITTENDEN)	0:15	$125.00	$31.25
MAY-21-18	Prosecutorial Work	Receipt and review of Complaint #18-0739 (City of Burton v Kenneth Sylvester)	0:15	$125.00	$31.25
MAY-21-18	Prosecutorial Work	Telephone conference with victim regarding violation of no contact order; instructed to appear at May 24 Pre-Trial (City of Burton v Bruno Silva)	0:15	$125.00	$31.25
MAY-21-18	Prosecutorial Work	Call from victim in failure to yield matter re: restitution and her civil matter (Zelevarovski)	0:15	$125.00	$31.25
MAY-21-18	Subpoena Fee	City of Burton v Christopher Edmonds- Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing (MJ)	1.00	$10.00	$10.00
MAY-21-18	Victim Notice	City of Burton v Chad E. Kish - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
MAY-21-18	Victim Notice	City of Burton v Duane Edwards - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
MAY-21-18	Victim Notice	City of Burton v Van Charles Pollard - Preparation and transmittal of victim notice; forwarding to YWCA	1.00	$10.00	$10.00
MAY-22-18	Prosecutorial Work	Telephone conference with victim (City of Burton v Atanas Zelevarovski)	0:15	$125.00	$31.25

INVOICE NUMBER: 238

DATE	PROJECT	DESCRIPTION	QTY	RATE	AMOUNT
MAY-22-18	Prosecutorial Work	Call w/ victim in Michael Kemp DV matters; requested dismissal; advised she must appear in court	0:15	$125.00	$31.25
MAY-22-18	Prosecutorial Work	Call w/ Detective re: DV matter, choking, felonious assault, non-cooperative victim; authorize on same	0:15	$125.00	$31.25
MAY-23-18	Prosecutorial Work	Rec/rev complaint/warrant request in DV (Clark) matter from Detective; authorization and transmittal of same	0:15	$125.00	$31.25
MAY-23-18	Prosecutorial Work	Receipt and review records and 911 call audio file subpoenaed from Genesee County 911 in Burton v Michael Looney, Jr. Domestic A & B case. Make duplicate recording for use at trial. (MTJ)	0:30	$125.00	$62.50
MAY-23-18	Prosecutorial Work	Receipt and review of Appearance and Demand for Discovery; Correspondence regarding same (City of Burton v Jaleal Walter)	0:15	$125.00	$31.25
MAY-23-18	Prosecutorial Work	Receipt and review of Police Report; Correspondence regarding same (City of Burton v Jaleal Walter)	0:15	$125.00	$31.25
MAY-23-18	Prosecutorial Work	Rec/rev emailed complaint/ warrant request in harassing tx matter; authorization and transmittal of same	0:15	$125.00	$31.25
MAY-23-18	Subpoena Fee	Subpoena Fee			$10.00
MAY-24-18	Prosecutorial Work	Call / correspondence w/ Burton Court Clerks re: warrants, scheduling, etc.	0:15	$125.00	$31.25
MAY-24-18	Prosecutorial Work	Preparation for/attendance at Central Court PTs/JTs	2:30	$125.00	$312.50
MAY-24-18	Prosecutorial Work	Attention to Central Court PTs/JTs (resolution in 2 matters ready for jury) (MTJ)	4:00	$125.00	$500.00
MAY-24-18	Subpoena Fee	City of Burton v Tony M. Garcia - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing	6.00	$10.00	$60.00
MAY-24-18	Subpoena Fee	City of Burton v Christopher David - Preparation and transmittal of Subpoena Order to Appear and/or Produce; Facsimile correspondence to Sergeant Owens for processing (MJ)	1.00	$10.00	$10.00
MAY-25-18	Prosecutorial Work	Rec/rev email w/ attached complaint / warrant request re: failure to return property charge; review, authorization and transmittal of same	0:15	$125.00	$31.25
		Total hours for this invoice	36:15		
		Total amount of this invoice			$4,971.25

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Mayor's Office
Category: Attorney Billing
Prepared By: Sue Warren
Department Head: Paula Zelenko

AGENDA ITEM (ID # 3839)

DOC ID: 3839

Approve and authorize the Attorney Billing (Masud) April 2, 2018 - April 30, 2018 in the amount $2,983.00

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3835)

DOC ID: 3835

Approve and authorize the following 2017-2018 budget amendment: Decrease 2026-0000-999.2072 Transfer Out to Police/Fire Sculpture-Rubbish Fund by $5,000; Increase 2026-0000-999.2073 Transfer Out to Veteran's Memorial Park-Rubbish Fund by $5,000; Decrease 2072-0000-699.2026 Transfer In from Rubbish Fund-Police/Fire Sculpture Fund by $5,000; Decrease 2072-0000-390.0000 Unappropriated Surplus-Police/Fire Sculpture Fund by $5,000; Increase 2073-0000-699.2026 Transfer In from Rubbish Fund-Veteran's Memorial Park Fund by $5,000; Increase 2073-0000-390.0000 Unappropriated Surplus-Veteran's Memorial Park Fund by $5,000.

ATTACHMENTS:

- BA 3835 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 24, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Rubbish, Police/Fire Sculpture and Veteran's Memorial Fund Budgets as follows: Transfer $5,000 from 2026-0000-999.2072 to 2026-0000-999.2073; Decrease 2072-0000-699.2026 by $5,000; Decrease 2072-0000-390.0000 by $5,000; Increase 2073-0000-699.2026 by $5,000; Increase 2073-0000-390.0000 by $5,000.

This budget amendment is to move the $5,000 contribution from the Rubbish Fund from Police/Fire Sculpture Fund to the Veteran's Memorial Park Fund per direction from City Council.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2026 - RUBBISH COLLECTION & DISPOSAL							
Revenues							
Dept 0000							
2026-0000-403.0000	RUBBISH FEES		1,382,100.00	1,237,949.78	32.40	144,150.22	89.5
2026-0000-404.0000	TAX CHARGEBACKS		(2,000.00)	0.00	0.00	(2,000.00)	0.0
2026-0000-407.0000	DELINQUENT PERSONAL TAXES		0.00	0.00	0.00	0.00	0.0
2026-0000-649.0000	MATERIAL SALES		0.00	0.00	0.00	0.00	0.0
2026-0000-650.0000	CURBSIDE RECYCLING INCOME		1,300.00	1,547.00	133.00	(247.00)	119.0
2026-0000-666.0000	INTEREST INCOME		900.00	0.00	0.00	900.00	0.0
2026-0000-669.0000	INVESTMENT GAINS AND LOSSES		0.00	0.00	0.00	0.00	0.0
2026-0000-671.0000	DONATIONS		5,000.00	5,000.00	0.00	0.00	100.0
2026-0000-675.0000	REFUNDS & REBATES		0.00	0.00	0.00	0.00	0.0
2026-0000-699.0000	CONTINGENCY/DEFICIT		0.00	0.00	0.00	0.00	0.0
Total Dept 0000			1,387,300.00	1,244,496.78	165.40	142,803.22	89.7
TOTAL REVENUES			1,387,300.00	1,244,496.78	165.40	142,803.22	89.7
Expenditures							
Dept 0000							
2026-0000-757.0000	OPERATING EXPENDITURES		0.00	0.00	0.00	0.00	0.0
2026-0000-757.0001	RECYCLE BIN PURCHASES		0.00	0.00	0.00	0.00	0.0
2026-0000-758.0000	COMMUNITY EDUCATION		0.00	0.00	0.00	0.00	0.0
2026-0000-830.0000	GARBAGE COLLECTION		1,382,100.00	1,266,859.00	115,169.00	115,241.00	91.6
2026-0000-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
2026-0000-999.1001	TRANSFER TO GENERAL FUND		0.00	0.00	0.00	0.00	0.0
2026-0000-999.2072	TRANSFER OUT TO POLICE/FIRE SCULPTURE	-5,000	5,000.00	5,000.00	0.00	0.00	100.0
2026-0000-999.2073	TRANSFER OUT TO VETERANS MEMORIAL PARK	+5,000	0.00	0.00	0.00	0.00	0.0
Total Dept 0000			1,387,100.00	1,271,859.00	115,169.00	115,241.00	91.6
TOTAL EXPENDITURES			1,387,100.00	1,271,859.00	115,169.00	115,241.00	91.6
Fund 2026 - RUBBISH COLLECTION & DISPOSAL:							
TOTAL REVENUES			1,387,300.00	1,244,496.78	165.40	142,803.22	89.7
TOTAL EXPENDITURES			1,387,100.00	1,271,859.00	115,169.00	115,241.00	91.6
NET OF REVENUES & EXPENDITURES			200.00	(27,362.22)	(115,003.60)	27,562.22	13,681.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2072 - POLICE/FIRE SCULPTURE FUND							
Revenues							
Dept 0000							
2072-0000-666.0000	INTEREST INCOME		0.00	4.54	0.00	(4.54)	100.0
2072-0000-669.0000	INVESTMENT GAINS AND LOSSES		0.00	0.00	0.00	0.00	0.0
2072-0000-671.0000	DONATIONS		0.00	1,000.00	0.00	(1,000.00)	100.0
2072-0000-690.2005	PATRIOT DAY HERO RACE PROCEEDS		0.00	0.00	0.00	0.00	0.0
2072-0000-699.0000	CONTINGENCY		0.00	0.00	0.00	0.00	0.0
2072-0000-699.2026	TRANSFER IN FROM RUBBISH FUND	-5,000	5,000.00	5,000.00	0.00	0.00	100.0
2072-0000-699.7001	TRANSFER IN FROM TRUST AND AGENCY		0.00	0.00	0.00	0.00	0.0
Total Dept 0000			5,000.00	6,004.54	0.00	(1,004.54)	120.0
TOTAL REVENUES			5,000.00	6,004.54	0.00	(1,004.54)	120.0
Expenditures							
Dept 0000							
2072-0000-706.0000	SALARIES PERMANENT		0.00	0.00	0.00	0.00	0.0
2072-0000-708.0000	SHARED SALARIES		0.00	0.00	0.00	0.00	0.0
2072-0000-709.0000	OVERTIME		0.00	0.00	0.00	0.00	0.0
2072-0000-717.0000	RETIREMENT - MERS ACTIVE		0.00	0.00	0.00	0.00	0.0
2072-0000-718.0000	RETIREMENT - MERS RETIREES		0.00	0.00	0.00	0.00	0.0
2072-0000-719.0000	PAYROLL FRINGES		0.00	0.00	0.00	0.00	0.0
2072-0000-757.0000	OPERATING EXPENDITURES		0.00	0.00	0.00	0.00	0.0
2072-0000-818.0000	CONTRACTUAL SERVICES		27,000.00	0.00	0.00	27,000.00	0.0
2072-0000-957.0000	CONTINGENCY		0.00	0.00	0.00	0.00	0.0
2072-0000-973.2005	PATRIOT DAY HERO RACE EXPENDITURES		0.00	0.00	0.00	0.00	0.0
Total Dept 0000			27,000.00	0.00	0.00	27,000.00	0.0
TOTAL EXPENDITURES			27,000.00	0.00	0.00	27,000.00	0.0
Fund 2072 - POLICE/FIRE SCULPTURE FUND:							
TOTAL REVENUES			5,000.00	6,004.54	0.00	(1,004.54)	120.0
TOTAL EXPENDITURES			27,000.00	0.00	0.00	27,000.00	0.0
NET OF REVENUES & EXPENDITURES			(22,000.00)	6,004.54	0.00	(28,004.54)	27.2

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2073 - VETERAN'S MEMORIAL PARK FUND						
Revenues						
Dept 0000						
2073-0000-666.0000	INTEREST INCOME	100.00	0.00	0.00	100.00	0.0
2073-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.0
2073-0000-671.0000	DONATIONS	0.00	0.00	0.00	0.00	0.0
2073-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
2073-0000-699.2026	TRANSFER IN FROM RUBBISH FUND	+5,000 0.00	0.00	0.00	0.00	0.0
2073-0000-699.7001	TRANSFER IN FROM TRUST AND AGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		100.00	0.00	0.00	100.00	0.0
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.0
Expenditures						
Dept 0000						
2073-0000-706.0000	SALARIES PERMANENT	1,200.00	0.00	0.00	1,200.00	0.0
2073-0000-708.0000	SHARED SALARIES	0.00	0.00	0.00	0.00	0.0
2073-0000-709.0000	OVERTIME	0.00	0.00	0.00	0.00	0.0
2073-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.0
2073-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.0
2073-0000-719.0000	PAYROLL FRINGES	0.00	0.00	0.00	0.00	0.0
2073-0000-818.0000	CONTRACTUAL SERVICES	400.00	249.20	0.00	150.80	62.3
2073-0000-920.0000	UTILITIES	300.00	0.00	0.00	300.00	0.0
2073-0000-938.0000	MAINT OF GROUNDS	3,500.00	165.34	0.00	3,334.66	4.7
2073-0000-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		5,400.00	414.54	0.00	4,985.46	7.6
TOTAL EXPENDITURES		5,400.00	414.54	0.00	4,985.46	7.6
Fund 2073 - VETERAN'S MEMORIAL PARK FUND:						
TOTAL REVENUES		100.00	0.00	0.00	100.00	0.0
TOTAL EXPENDITURES		5,400.00	414.54	0.00	4,985.46	7.6
NET OF REVENUES & EXPENDITURES		(5,300.00)	(414.54)	0.00	(4,885.46)	7.8
TOTAL REVENUES - ALL FUNDS		1,392,400.00	1,250,501.32	165.40	141,898.68	89.8
TOTAL EXPENDITURES - ALL FUNDS		1,419,500.00	1,272,273.54	115,169.00	147,226.46	89.6
NET OF REVENUES & EXPENDITURES		(27,100.00)	(21,772.22)	(115,003.60)	(5,327.78)	80.3

Approve and authorize the following 2017-2018 budget amendment to the Major Streets budget: Increase 2002-4063-705.0000 Supervision Salaries-Surface Maintenance by $12,000; Decrease 2002-4063-706.0000 Salaries Permanent-Surface Maintenance by $5,000; Decrease 2002-4063-708.0000 Shared Salaries-Surface Maintenance by $4,000; Decrease 2002-4063-709.0000 Overtime-Surface Maintenance by $10,000; Increase 2002-4063-717.0000 Retirement MERS-Active-Surface Maintenance by $3,400; Decrease 2002-4068-719.0000 Fringe Benefits-Trees & Shrubs by $2,000; Decrease 2002-4068-943.0000 Equipment Rental-Trees & Shrubs by $1,000; Increase 2002-4069-705.0000 Supervision Salaries-Drainage by $300; Decrease 2002-4069-706.0000 Salaries Permanent-Drainage by $300; Decrease 2002-4069-709.0000 Overtime-Drainage by $400; Increase 2002-4069-718.0000 Retirement MERS-Retirees-Drainage by $400; Decrease 2002-4069-757.0000 Operating Expenditures-Drainage by $5,000; Decrease 2002-4069-943.0000 Equipment Rental-Drainage by $5,000; Increase 2002-4074-718.0000 Retirement-MERS Active-Traffic Signs by $500; Decrease 2002-4074-719.0000 Fringe Benefits-Traffic Signs by $500; Decrease 2002-4074-818.0000 Contractual Services-Traffic Signs by $7,700; Increase 2002-4078-705.0000 Supervision Salaries-Winter Maintenance by $600; Decrease 2002-4078-717.0000 Retirement-MERS Active-Winter Maint by $500; Decrease 2002-4078-718.0000 Retirement-MERS Retirees-Winter Maint by $3,800; Decrease 2002-4078-719.0000 Fringe Benefits-Winter Maint by $7,300; Increase 2002-4078-757.0000 Operating Expenditures-Salt-Winter Maint by $26,700; Increase 2002-4078-943.0000 Equipment Rental-Winter Maint by $6,000; Increase 2002-4082-703.0000 Administration Salaries-Admin by $13,000; Decrease 2002-4082-705.0000 Supervision Salaries-Admin by $1,000; Increase 2002-4082-

709.0000 Overtime-Admin by $100; Decrease 2002-4082-718.0000 Retirement MERS-Retirees-Admin by $5,500; Decrease Operating Expenditures-Admin by $4,000.

ATTACHMENTS:

- BA 3855 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 30, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Major Streets Fund Budget as follows: Increase 2002-4063-705.0000 by $12,000; Decrease 2002-4063-706.0000 by $5,000; Decrease 2002-4063-708.0000 by $4,000; Decrease 2002-4063-709.0000 by $10,000; Increase 2002-4063-717.0000 by $3,400; Decrease 2002-4068-719.0000 by $2,000; Decrease 2002-4068-943.0000 by $1,000; Increase 2002-4069-705.0000 by $300; Decrease 2002-4069-706.0000 by $300; Decrease 2002-4069-709.0000 by $400; Increase 2002-4069-718.0000 by $400; Decrease 2002-4069-757.0000 by $5,000; Decrease 2002-4069-943.0000 by $5,000; Increase 2002-4074-718.0000 by $500; Decrease 2002-4074-719.0000 by $500; Decrease 2002-4074-818.0000 by $7,700; Increase 2002-4078-705.0000 by $600; Decrease 2002-4078-717.0000 by $500; Decrease 2002-4078-718.0000 by $3,800; Decrease 2002-4078-719.0000 by $7,300; Increase 2002-4078-757.0000 by $26,700; Increase 2002-4078-943.0000 by $6,000; Increase 2002-4082-703.0000 by $13,000; Decrease 2002-4082-705.0000 by $1,000; Increase 2002-4082-709.0000 by $100; Decrease 2002-4082-718.0000 by $5,500; Decrease 2002-4082.757.0000 by $4,000.

Transfer funds within the Major Streets Fund budget to cover overages in the salary and benefit, equipment rental and operating expenditures-salt accounts.

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2002 - MAJOR STREETS							
Expenditures							
2002-4051-802.7601	CENTER RD (DAVISON TO NORTH CITY LIMITS		0.00	0.00	0.00	0.00	0.0
2002-4051-803.0000	MONTHLY PREFERRED PROVIDER BEN		0.00	0.00	0.00	0.00	0.0
2002-4051-957.0000	CONTINGENCY		0.00	0.00	0.00	0.00	0.0
Total Dept 4051 - CONSTRUCTION			2,093,300.00	614,638.23	254.87	1,478,661.77	29.3
Dept 4063 - SURFACE MAINTENANCE							
2002-4063-705.0000	SUPERVISION SALARIES	+12,000	30,000.00	36,848.99	5,400.36	(6,848.99)	122.8
2002-4063-706.0000	SALARIES PERMANENT	-5,000	124,000.00	92,342.97	11,862.91	31,657.03	74.4
2002-4063-708.0000	SHARED SALARIES	-4,000	32,500.00	25,412.73	1,899.26	7,087.27	78.1
2002-4063-709.0000	OVERTIME	-10,000	14,700.00	2,483.07	219.69	12,216.93	16.8
2002-4063-717.0000	RETIREMENT - MERS ACTIVE	+3,400	9,700.00	11,075.75	1,038.75	(1,375.75)	114.1
2002-4063-718.0000	RETIREMENT - MERS RETIREES		66,600.00	53,898.29	6,599.38	12,701.71	80.9
2002-4063-719.0000	FRINGE BENEFITS		115,700.00	93,948.84	5,214.25	21,751.16	81.2
2002-4063-751.0000	PATCH		50,000.00	39,435.17	5,754.43	10,564.83	78.8
2002-4063-752.0000	GRAVEL		20,000.00	7,426.50	0.00	12,573.50	37.1
2002-4063-753.0000	ROAD REPAIRS		0.00	0.00	0.00	0.00	0.0
2002-4063-757.0000	OPERATING EXPENDITURES		5,000.00	1,635.17	0.00	3,364.83	32.7
2002-4063-818.0000	CONTRACTUAL SERVICE		5,000.00	5,000.00	0.00	0.00	100.0
2002-4063-818.2000	CONTRACTUAL SERVICE - CRACK SEAL		75,000.00	74,430.00	0.00	570.00	99.2
2002-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING		30,000.00	23,594.90	0.00	6,405.10	78.6
2002-4063-818.4000	BRIDGE INSPECTIONS		0.00	0.00	0.00	0.00	0.0
2002-4063-943.0000	EQUIPMENT RENTAL		130,000.00	90,557.91	0.00	39,442.09	69.6
Total Dept 4063 - SURFACE MAINTENANCE			708,200.00	558,090.29	37,989.03	150,109.71	78.8
Dept 4068 - TREES & SHRUBS							
2002-4068-705.0000	SUPERVISION SALARIES		2,500.00	455.85	24.76	2,044.15	18.2
2002-4068-706.0000	SALARIES PERMANENT		3,200.00	682.26	118.64	2,517.74	21.3
2002-4068-709.0000	OVERTIME		400.00	0.00	0.00	400.00	0.0
2002-4068-717.0000	RETIREMENT - MERS ACTIVE		100.00	90.46	4.18	9.54	90.4
2002-4068-718.0000	RETIREMENT - MERS RETIREES		600.00	558.54	31.64	41.46	93.0
2002-4068-719.0000	FRINGE BENEFITS	-2,000	4,700.00	399.99	15.03	4,300.01	8.5
2002-4068-818.0000	CONTRACTUAL SERVICE		5,000.00	598.09	0.00	4,401.91	11.9
2002-4068-943.0000	EQUIPMENT RENTAL	-1,000	3,200.00	1,062.42	0.00	2,137.58	33.2
Total Dept 4068 - TREES & SHRUBS			19,700.00	3,847.61	194.25	15,852.39	19.5
Dept 4069 - DRAINAGE							
2002-4069-705.0000	SUPERVISION SALARIES	+300	8,100.00	8,355.99	222.84	(255.99)	103.1
2002-4069-706.0000	SALARIES PERMANENT	-300	14,000.00	12,748.44	607.52	1,251.56	91.0
2002-4069-709.0000	OVERTIME	-400	3,800.00	2,594.12	0.00	1,205.88	68.2
2002-4069-717.0000	RETIREMENT - MERS ACTIVE		1,800.00	1,717.77	33.65	82.23	95.4
2002-4069-718.0000	RETIREMENT - MERS RETIREES	+400	10,300.00	10,601.28	262.73	(301.28)	102.9
2002-4069-719.0000	FRINGE BENEFITS		10,500.00	9,029.01	86.49	1,470.99	85.9
2002-4069-757.0000	OPERATING EXPENDITURES	-5,000	11,000.00	2,415.91	0.00	8,584.09	21.9
2002-4069-818.0000	CONTRACTUAL SERVICE		48,500.00	36,979.04	0.00	11,520.96	76.2
2002-4069-943.0000	EQUIPMENT RENTAL	-5,000	30,000.00	17,790.39	0.00	12,209.61	59.30
Total Dept 4069 - DRAINAGE			138,000.00	102,231.95	1,213.23	35,	

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2002 - MAJOR STREETS							
Expenditures							
Dept 4074 - TRAFFIC SIGNS							
2002-4074-705.0000	SUPERVISION SALARIES		3,500.00	3,371.93	272.36	128.07	96.3
2002-4074-706.0000	SALARIES PERMANENT		6,900.00	3,929.17	0.00	2,970.83	56.9
2002-4074-709.0000	OVERTIME		1,100.00	1,066.80	0.00	33.20	96.9
2002-4074-717.0000	RETIREMENT - MERS ACTIVE		600.00	592.35	34.59	7.65	98.7
2002-4074-718.0000	RETIREMENT - MERS RETIREES	+500	3,600.00	3,975.64	285.62	(375.64)	110.4
2002-4074-719.0000	FRINGE BENEFITS	-500	5,900.00	2,699.73	28.47	3,200.27	45.7
2002-4074-757.0000	OPERATING EXPENDITURES		1,500.00	101.90	0.00	1,398.10	6.7
2002-4074-757.2030	TRAFFIC CONTROL BARRELS & CONES		0.00	0.00	0.00	0.00	0.0
2002-4074-757.7100	MATERIAL SIGNS		9,000.00	1,818.89	182.16	7,181.11	20.2
2002-4074-818.0000	CONTRACTUAL SERVICE	-7,700	284,000.00	153,743.54	12,138.26	130,256.46	54.1
2002-4074-943.0000	EQUIPMENT RENTAL		3,800.00	2,793.83	0.00	1,006.17	73.5
2002-4074-949.0000	R.R. CROSSING LIGHTS/SIGNAL REPAIR/MAIN		25,000.00	0.00	0.00	25,000.00	0.0
Total Dept 4074 - TRAFFIC SIGNS			344,900.00	174,093.78	12,941.46	170,806.22	50.4
Dept 4077 - PAVEMENT MARK							
2002-4077-818.0000	CONTRACTUAL SERVICES		80,000.00	0.00	0.00	80,000.00	0.0
Total Dept 4077 - PAVEMENT MARK			80,000.00	0.00	0.00	80,000.00	0.0
Dept 4078 - WINTER MAINTENANCE							
2002-4078-705.0000	SUPERVISION SALARIES	+600	4,700.00	5,218.48	0.00	(518.48)	111.0
2002-4078-706.0000	SALARIES PERMANENT		16,400.00	16,306.29	0.00	93.71	99.4
2002-4078-709.0000	OVERTIME		17,300.00	17,231.95	0.00	68.05	99.6
2002-4078-717.0000	RETIREMENT - MERS ACTIVE	-500	1,800.00	1,263.95	0.00	536.05	70.2
2002-4078-718.0000	RETIREMENT - MERS RETIREES	-3,800	10,900.00	7,096.24	0.00	3,803.76	65.1
2002-4078-719.0000	FRINGE BENEFITS	-7,300	15,400.00	8,077.95	0.00	7,322.05	52.4
2002-4078-757.0000	OPERATING EXPENDITURES - SALT	+26,700	114,000.00	140,625.89	338.02	(26,625.89)	123.3
2002-4078-818.0000	CONTRACTUAL SERVICES		0.00	0.00	0.00	0.00	0.0
2002-4078-943.0000	EQUIPMENT RENTAL	+6,000	98,000.00	103,939.34	0.00	(5,939.34)	106.0
2002-4078-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
Total Dept 4078 - WINTER MAINTENANCE			278,500.00	299,760.09	338.02	(21,260.09)	107.6
Dept 4081 - ROADSIDE CLEANUP							
2002-4081-705.0000	SUPERVISION SALARIES		1,500.00	512.03	0.00	987.97	34.1
2002-4081-706.0000	SALARIES PERMANENT		8,300.00	3,868.59	60.60	4,431.41	46.6
2002-4081-709.0000	OVERTIME		700.00	522.50	0.00	177.50	74.6
2002-4081-717.0000	RETIREMENT - MERS ACTIVE		400.00	157.24	0.53	242.76	39.3
2002-4081-718.0000	RETIREMENT - MERS RETIREES		2,100.00	796.41	2.90	1,303.59	37.9
2002-4081-719.0000	FRINGE BENEFITS		6,500.00	1,627.50	6.46	4,872.50	25.0
2002-4081-757.0000	OPERATING EXPENDITURES		2,000.00	300.00	0.00	1,700.00	15.0
2002-4081-943.0000	EQUIPMENT RENTAL		14,400.00	6,779.44	0.00	7,620.56	47.0
Total Dept 4081 - ROADSIDE CLEANUP			35,900.00	14,563.71	70.49	21,336.29	40.5
Dept 4082 - ADMINISTRATION							
2002-4082-703.0000	ADMINISTRATION SALARIES	+13,000	17,100.00	26,473.78	2,029.75	(9	

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2002 - MAJOR STREETS							
Expenditures							
2002-4082-705.0000	SUPERVISION SALARIES	-1,000	1,000.00	193.31	193.31	806.69	19.3
2002-4082-706.0000	SALARIES PERMANENT		6,900.00	5,977.39	594.35	922.61	86.6
2002-4082-709.0000	OVERTIME	+100	0.00	9.96	0.00	(9.96)	100.0
2002-4082-717.0000	RETIREMENT - MERS ACTIVE		2,900.00	1,333.21	402.77	1,566.79	45.9
2002-4082-718.0000	RETIREMENT - MERS RETIREES	-5,500	11,200.00	3,852.76	1,031.11	7,347.24	34.4
2002-4082-719.0000	FRINGE BENEFITS		12,100.00	9,754.62	3,752.54	2,345.38	80.6
2002-4082-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE		0.00	0.00	0.00	0.00	0.0
2002-4082-728.0000	INFORMATION TECH ALLOCATION		2,100.00	2,100.00	0.00	0.00	100.0
2002-4082-757.0000	OPERATING EXPENDITURES	-4,000	10,000.00	3,782.46	98.43	6,217.54	37.8
2002-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES		4,000.00	4,000.00	0.00	0.00	100.0
2002-4082-818.0000	CONTRACTUAL SERVICE		3,000.00	1,995.50	0.00	1,004.50	66.5
2002-4082-826.0000	LEGAL		1,000.00	93.75	0.00	906.25	9.3
2002-4082-828.0000	MEMBERSHIP & DUES		500.00	248.82	0.00	251.18	49.7
2002-4082-864.0000	TRAINING		2,000.00	468.40	0.00	1,531.60	23.4
2002-4082-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)		0.00	0.00	0.00	0.00	0.0
2002-4082-943.0000	EQUIPMENT RENTAL		0.00	0.00	0.00	0.00	0.0
2002-4082-956.7587	INTEREST EXP LAPEER RD LOAN		40,000.00	39,861.33	0.00	138.67	99.6
2002-4082-956.7802	INTEREST EXP CENTER RD LOAN		20,800.00	0.00	0.00	20,800.00	0.0
2002-4082-991.7587	PRINCIPAL PMT LAPEER RD LOAN		0.00	0.00	0.00	0.00	0.0
Total Dept 4082 - ADMINISTRATION			134,600.00	100,145.29	8,102.26	34,454.71	74.4
Dept 4085 - TRANSFER TO LOCAL STREET							
2002-4085-969.0000	MTF/LRP TRANSFER TO LOCAL STREETS		583,000.00	466,446.98	0.00	116,553.02	80.0
2002-4085-969.7110	TRANSFER TO DEBT FUND		0.00	0.00	0.00	0.00	0.0
Total Dept 4085 - TRANSFER TO LOCAL STREET			583,000.00	466,446.98	0.00	116,553.02	80.0
Dept 4090 - CONTINGENCY							
2002-4090-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
Total Dept 4090 - CONTINGENCY			0.00	0.00	0.00	0.00	0.0
TOTAL EXPENDITURES			4,416,100.00	2,333,817.93	61,103.61	2,082,282.07	52.8
Fund 2002 - MAJOR STREETS:							
TOTAL REVENUES			4,385,500.00	3,501,239.55	330.10	884,260.45	79.8
TOTAL EXPENDITURES			4,416,100.00	2,333,817.93	61,103.61	2,082,282.07	52.8
NET OF REVENUES & EXPENDITURES			(30,600.00)	1,167,421.62	(60,773.51)	(1,198,021.62)	3,815.1
BEG. FUND BALANCE			1,693,507.43	1,693,507.43			
END FUND BALANCE			1,662,907.43	2,860,929.05			

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4063-705.0000 TO 2002-4063-705.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4063-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		1,294.56		1,294.56
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		1,870.48		3,165.04
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		647.28	2,517.76
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	722.27		3,240.03
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		2,134.40		5,374.43
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		1,096.56		6,470.99
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	446.92		6,917.91
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		276.32		7,194.23
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		49.52		7,243.75
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	142.70		7,386.45
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		970.55		8,357.00
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		190.14		8,547.14
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	475.79		9,022.93
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		598.41		9,621.34
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		1,556.85		11,178.19
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		1,506.32		12,684.51
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	594.33		13,278.84
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		1,626.15		14,904.99
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		1,140.84		16,045.83
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	446.64		16,492.47
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		99.04		16,591.51
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		825.96		17,417.47
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	210.87		17,628.34
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		2,364.44		19,992.78
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		878.44		20,871.22
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	242.12		21,113.34
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		2,152.07		23,265.41
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		2,543.21		25,808.62
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	431.48		26,240.10
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		2,029.24		28,269.34
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		2,804.67		31,074.01
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	374.62		31,448.63
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		2,956.19		34,404.82
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		2,444.17		36,848.99
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		2,024.26		38,873.25
06/30/2018			2002-4063-705.0000	END BALANCE	39,520.53	647.28	38,873.25
GRAND TOTALS:					39,520.53	647.28	38,873.25

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

05/30/2018 08:57 PM
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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4063-717.0000 TO 2002-4063-717.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4063-717.0000 RETIREMENT - MERS ACTIVE**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		353.66		353.66
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		420.27		773.93
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		136.87	637.06
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	280.01		917.07
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		469.00		1,386.07
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		308.04		1,694.11
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	229.52		1,923.63
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		196.73		2,120.36
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		171.47		2,291.83
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	103.17		2,395.00
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		300.15		2,695.15
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		178.28		2,873.43
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	354.97		3,228.40
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		241.79		3,470.19
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		381.71		3,851.90
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		379.83		4,231.73
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	412.32		4,644.05
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		433.93		5,077.98
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		379.21		5,457.19
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	297.30		5,754.49
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		178.76		5,933.25
01/18/2018	PR	CHK	SUMMARY PR 01/18/2018		140.86		6,074.11
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		281.75		6,355.86
01/31/2018	JE	JE	ADJ MERS JAN 18 MOFFITT	8312		7.01	6,348.85
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	241.48		6,590.33
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		464.81		7,055.14
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		238.28		7,293.42
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	216.37		7,509.79
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		438.05		7,947.84
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		490.32		8,438.16
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	307.38		8,745.54
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		431.55		9,177.09
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		544.41		9,721.50
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	315.50		10,037.00
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		557.51		10,594.51
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		481.24		11,075.75
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		439.54		11,515.29
06/30/2018			2002-4063-717.0000	END BALANCE	11,659.17	143.88	11,515.29
GRAND TOTALS:					11,659.17	143.88	11,515.29

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

05/30/2018 08:57 PM
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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4069-705.0000 TO 2002-4069-705.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4069-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		139.68		139.68
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		302.64		442.32
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		69.84	372.48
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	126.45		498.93
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		104.00		602.93
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		367.92		970.85
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	56.66		1,027.51
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		2,291.04		3,318.55
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		709.09		4,027.64
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	304.62		4,332.26
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		575.40		4,907.66
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		123.80		5,031.46
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	247.06		5,278.52
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		399.12		5,677.64
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		490.22		6,167.86
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		396.16		6,564.02
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	125.82		6,689.84
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		275.32		6,965.16
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		112.90		7,078.06
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	13.79		7,091.85
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		654.63		7,746.48
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	36.60		7,783.08
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		324.84		8,107.92
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	25.23		8,133.15
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		74.28		8,207.43
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		148.56		8,355.99
06/30/2018			2002-4069-705.0000	END BALANCE	8,425.83	69.84	8,355.99
GRAND TOTALS:					8,425.83	69.84	8,355.99

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4069-718.0000 TO 2002-4069-718.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4069-718.0000 RETIREMENT - MERS RETIREES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		148.23		148.23
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		376.45		524.68
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		75.84	448.84
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	190.41		639.25
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		230.52		869.77
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		440.01		1,309.78
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	101.84		1,411.62
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		2,657.50		4,069.12
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		836.60		4,905.72
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	669.32		5,575.04
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		673.19		6,248.23
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		149.47		6,397.70
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	527.55		6,925.25
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		454.10		7,379.35
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		538.41		7,917.76
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		436.13		8,353.89
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	272.56		8,626.45
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		298.15		8,924.60
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		120.66		9,045.26
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	36.24		9,081.50
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		726.97		9,808.47
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	82.21		9,890.68
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		384.12		10,274.80
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	63.75		10,338.55
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		92.45		10,431.00
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		170.28		10,601.28
06/30/2018			2002-4069-718.0000	END BALANCE	10,677.12	75.84	10,601.28
GRAND TOTALS:					10,677.12	75.84	10,601.28

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Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4074-718.0000 RETIREMENT - MERS RETIREES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		171.14		171.14
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		73.81		244.95
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		95.61	149.34
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	38.10		187.44
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		226.56		414.00
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		97.66		511.66
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	25.76		537.42
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		48.83		586.25
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		6.26		592.51
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	17.31		609.82
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		10.36		620.18
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		53.45		673.63
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	60.16		733.79
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		85.64		819.43
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		157.69		977.12
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		36.79		1,013.91
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	69.22		1,083.13
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		121.33		1,204.46
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	12.59		1,217.05
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		2.26		1,219.31
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		103.86		1,323.17
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	17.09		1,340.26
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		60.37		1,400.63
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		814.22		2,214.85
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	87.12		2,301.97
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		25.59		2,327.56
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	29.32		2,356.88
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		386.41		2,743.29
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		817.02		3,560.31
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	129.71		3,690.02
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		181.76		3,871.78
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		103.86		3,975.64
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		54.08		4,029.72
06/30/2018			2002-4074-718.0000	END BALANCE	4,125.33	95.61	4,029.72
GRAND TOTALS:					4,125.33	95.61	4,029.72

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

05/30/2018 08:58 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4078-705.0000 TO 2002-4078-705.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4078-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	36.74		36.74
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		69.84		106.58
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	3.02		109.60
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	11.70		121.30
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		24.76		146.06
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	11.47		157.53
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		49.52		207.05
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		1,072.55		1,279.60
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	133.39		1,412.99
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		792.25		2,205.24
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		666.50		2,871.74
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	224.17		3,095.91
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		297.12		3,393.03
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		569.48		3,962.51
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	134.02		4,096.53
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		885.37		4,981.90
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	82.95		5,064.85
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		144.59		5,209.44
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	9.04		5,218.48
06/30/2018			2002-4078-705.0000	END BALANCE	5,218.48	0.00	5,218.48
GRAND TOTALS:					5,218.48		5,218.48

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User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4078-757.0000 TO 2002-4078-757.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4078-757.0000 OPERATING EXPENDITURES - SA**		BEG. BALANCE		0.00
10/31/2017	JE	JE	JOB WORK ORDERS OCT 2017	7898	889.95		889.95
12/31/2017	JE	JE	JOB WORK ORDERS DEC 2017	8043	49,764.25		50,654.20
12/31/2017	JE	JE	JOB WO-ATH DEC 2017	8294	640.80		51,295.00
01/31/2018	JE	JE	JOB WORK ORDERS JAN 2018	8044	38,715.00		90,010.00
01/31/2018	JE	JE	JOB WO-ATH JAN 2018	8295	160.20		90,170.20
02/27/2018	AP	INV	DAVID CARVER MAILBOX - 5092 LIPPINCOTT	REIMBURSEMENT	25.00		90,195.20
02/27/2018	AP	INV	FLINT NEW HOLLAND, INC REIMBURSEMENT - MAILBOX	02122018	25.00		90,220.20
02/28/2018	JE	JE	JOB WORK ORDERS FEB 2018	8296	24,190.20		114,410.40
03/01/2018	AP	INV	DENNIS L VAUGHTER SR MAIL BOX REPLACEMENT - 4275 E COURT	REFUND	31.87		114,442.27
03/31/2018	JE	JE	JOB WORK ORDERS MAR 2018	8297	21,760.50		136,202.77
04/30/2018	JE	JE	JOB WORK ORDERS APR 2018	8298	4,085.10		140,287.87
05/16/2018	JE	JE	PHYSICAL INV ADJ MAY 2018	8300	338.02		140,625.89
06/30/2018			2002-4078-757.0000	END BALANCE	140,625.89	0.00	140,625.89
GRAND TOTALS:					140,625.89		140,625.89

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4078-943.0000 TO 2002-4078-943.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4078-943.0000 EQUIPMENT RENTAL**		BEG. BALANCE		0.00
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	1.10		1.10
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	0.13		1.23
10/31/2017	JE	JE	EQUIPMENT RENTAL OCT 2017	7875	341.15		342.38
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	1.04		343.42
11/30/2017	JE	JE	EQUIPMENT RENTAL - NOV 2017	8251	135.74		479.16
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	0.19		479.35
12/31/2017	JE	JE	EQUIPMENT RENTAL - DEC 2017	8252	35,159.89		35,639.24
01/31/2018	JE	JE	EQUIPMENT RENTAL - JAN 2018	8268	16,036.27		51,675.51
02/28/2018	JE	JE	EQUIPMENT RENTAL - FEB 2018	8269	34,800.16		86,475.67
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	113.04		86,588.71
03/31/2018	JE	JE	EQUIPMENT RENTAL - MARCH 2018	8272	13,490.92		100,079.63
04/30/2018	JE	JE	EQUIPMENT RENTAL APR 2018	8303	3,859.71		103,939.34
06/30/2018			2002-4078-943.0000	END BALANCE	103,939.34	0.00	103,939.34
GRAND TOTALS:					103,939.34		103,939.34

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

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Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4082-703.0000 ADMINISTRATION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		899.51		899.51
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		797.11		1,696.62
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		835.50		2,532.12
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		741.63		3,273.75
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		1,040.37		4,314.12
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		1,296.46		5,610.58
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		3,375.11		8,985.69
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		1,134.41		10,120.10
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		1,134.41		11,254.51
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		1,134.41		12,388.92
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		1,038.79		13,427.71
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		1,212.55		14,640.26
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		794.08		15,434.34
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		1,134.41		16,568.75
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		1,068.79		17,637.54
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		1,134.42		18,771.96
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		1,134.42		19,906.38
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		1,134.41		21,040.79
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		1,134.41		22,175.20
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		1,134.41		23,309.61
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		1,134.42		24,444.03
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		895.33		25,339.36
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		1,134.42		26,473.78
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		1,164.61		27,638.39
06/30/2018			2002-4082-703.0000	END BALANCE	27,638.39	0.00	27,638.39
GRAND TOTALS:					27,638.39		27,638.39

Attachment: BA 3855 (3855 : Budget Amendment (Budget #))

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4082-709.0000 OVERTIME**		BEG. BALANCE		0.00
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		4.98		4.98
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		4.98		9.96
06/30/2018			2002-4082-709.0000	END BALANCE	9.96	0.00	9.96
GRAND TOTALS:					9.96		9.96

Approve and authorize the following 2017-2018 budget amendment within the Local Streets Fund budget: Increase 2003-4063-705.0000 Supervision Salaries-Surface Maintenance by $5,000; Decrease 2003-4063-706.0000 Salaries Permanent-Surface Maintenance by $5,000; Increase 2003-4068-705.0000 Supervision Salaries-Trees & Shrubs by $500; Decrease 2003-4068-706.0000 Salaries Permanent-Trees & Shrubs by $500; Decrease 2003-4068-943.0000 Equipment Rental-Trees & Shrubs by $2,600; Increase 2003-4069-705.0000 Supervision Salaries-Drainage by $2,000; Decrease Salaries Permanent-Trees & Shrubs 2003-4069-706.0000 by $2,000; Increase 2003-4078-705.0000 Supervision Salaries-Winter Maintenance by $300; Decrease 2003-4078-719.0000 Fringe Benefits-Winter Maintenance by $4,600; Increase 2003-4078-757.0000 Operating Expenditures-Salt-Winter Maintenance by $4,300; Increase 2003-4082-703.0000 Administration Salaries-Admin by $13,000; Decrease 2003-4082-705.0000 Supervision Salaries-Admin by $100; Increase 2003-4082-709.0000 Overtime-Admin by $100; Decrease 2003-4082-718.0000 Retirement MERS-Retirees-Admin by $5,000; Decrease 2003-4082.757.0000 Operating Expenditures-Admin by $1,000; Decrease 2003-4090-957.0020 Special Assessment City Owned Transfer by $4,400.

ATTACHMENTS:

- BA 3857 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 30, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Local Streets Fund Budget as follows: Increase 2003-4063-705.0000 by $5,000; Decrease 2003-4063-706.0000 by $5,000; Increase 2003-4068-705.0000 by $500; Decrease 2003-4068-706.0000 by $500; Decrease 2003-4068-943.0000 by $2,600; Increase 2003-4069-705.0000 by $2,000; Decrease 2003-4069-706.0000 by $2,000; Increase 2003-4078-705.0000 by $300; Decrease 2003-4078-719.0000 by $4,600; Increase 2003-4078-757.0000 by $4,300; Increase 2003-4082-703.0000 by $13,000; Decrease 2003-4082-705.0000 by $100; Increase 2003-4082-709.0000 by $100; Decrease 2003-4082-718.0000 by $5,000; Decrease 2003-4082.757.0000 by $1,000; Decrease 2003-4090-957.0020 by $4,400.

Transfer funds within the Local Streets Fund budget to cover overages in the salary and benefit, and operating expenditures-salt accounts.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDUS
Fund 2003 - LOCAL STREETS						
Revenues						
Dept 0000						
2003-0000-450.0000	RIGHT OF WAY PERMIT FEES	400.00	700.00	70.00	(300.00)	175.0
2003-0000-556.0000	STATE REVENUE PA 82	0.00	161,055.43	0.00	(161,055.43)	100.0
2003-0000-574.0000	GAS & WEIGHT TAX	754,700.00	550,526.94	0.00	204,173.06	72.9
2003-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	45,000.00	0.00	0.00	45,000.00	0.0
2003-0000-666.0000	INTEREST INCOME	2,000.00	(842.95)	0.00	2,842.95	(42.1
2003-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.0
2003-0000-675.0000	REFUNDS & REBATES	500.00	0.00	0.00	500.00	0.0
2003-0000-676.0000	MTF/LRP TRANS FROM MAJOR STREET	583,000.00	466,446.98	0.00	116,553.02	80.0
2003-0000-678.0000	REIMBURSEMENT INCOME	1,900.00	0.00	0.00	1,900.00	0.0
2003-0000-691.0000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.0
2003-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.0
2003-0000-691.1001	CONTRIBUTION FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.0
2003-0000-691.3134	TRANSFER IN FROM TRAIL RIDGE PAVING	0.00	0.00	0.00	0.00	0.0
2003-0000-694.0000	MISCELLANEOUS REVENUE	800.00	660.87	0.00	139.13	82.6
2003-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		1,388,300.00	1,178,547.27	70.00	209,752.73	84.8
TOTAL REVENUES		1,388,300.00	1,178,547.27	70.00	209,752.73	84.8
Expenditures						
Dept 0000						
2003-0000-719.0000	FRINGE BENEFITS	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						
2003-4051-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.0
2003-4051-802.0000	LOCAL STS-COMMUNITY DEV PROJEC	0.00	0.00	0.00	0.00	0.0
Total Dept 4051 - CONSTRUCTION		0.00	0.00	0.00	0.00	0.0
Dept 4063 - SURFACE MAINTENANCE						
2003-4063-705.0000	SUPERVISION SALARIES	+5,000 20,000.00	20,485.91	1,628.10	(485.91)	102.4
2003-4063-706.0000	SALARIES PERMANENT	-5,000 115,300.00	58,963.18	6,013.47	56,336.82	51.1
2003-4063-708.0000	SHARED SALARIES	40,900.00	32,044.79	2,458.74	8,855.21	78.3
2003-4063-709.0000	OVERTIME	2,000.00	1,771.36	165.79	228.64	88.5
2003-4063-717.0000	RETIREMENT - MERS ACTIVE	13,600.00	9,140.92	574.63	4,459.08	67.2
2003-4063-718.0000	RETIREMENT - MERS RETIREES	68,100.00	35,655.36	2,462.31	32,444.64	52.3
2003-4063-719.0000	FRINGE BENEFITS	110,500.00	96,962.36	5,562.64	13,537.64	87.7
2003-4063-750.0000	CHLORIDE	60,000.00	32,144.88	0.00	27,855.12	53.5
2003-4063-751.0000	PATCH	35,000.00	22,137.57	5,529.03	12,862.43	63.2
2003-4063-752.0000	GRAVEL	20,000.00	14,414.16	2,632.32	5,585.84	72.0
2003-4063-753.0000	ROAD REPAIRS	0.00	0.00	0.00	0.00	0.0
2003-4063-757.0000	OPERATING EXPENDITURES	5,000.00	517.59	0.00	4,482.41	10.3
2003-4063-818.0000	CONTRACTUAL SERVICE	1,000.00	0.00	0.00	1,000.00	0.0
2003-4063-818.2000	CONTRACTUAL SERVICE - CRACK SEAL	50,000.00	60.00	0.00	49,940.00	0.12
2003-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	56,400.00	24,243.76	0.00	32,156.24	42.99
2003-4063-818.7151	MEADOWCROFT ESTATES	0.00	0.00	0.00		

Attachment: BA 3857 (3857 : Budget Amendment (Budget #))

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2003 - LOCAL STREETS							
Expenditures							
2003-4063-943.0000	EQUIPMENT RENTAL		60,000.00	43,472.32	0.00	16,527.68	72.4
Total Dept 4063 - SURFACE MAINTENANCE			657,800.00	392,014.16	27,027.03	265,785.84	59.5
Dept 4068 - TREES & SHRUBS							
2003-4068-705.0000	SUPERVISION SALARIES	+500	1,000.00	1,066.28	24.76	(66.28)	106.6
2003-4068-706.0000	SALARIES PERMANENT	-500	4,900.00	1,945.30	87.64	2,954.70	39.7
2003-4068-709.0000	OVERTIME		300.00	193.52	0.00	106.48	64.5
2003-4068-717.0000	RETIREMENT - MERS ACTIVE		400.00	216.53	3.92	183.47	54.1
2003-4068-718.0000	RETIREMENT - MERS RETIREES		2,100.00	1,309.13	30.16	790.87	62.3
2003-4068-719.0000	FRINGE BENEFITS		4,100.00	1,056.44	11.81	3,043.56	25.7
2003-4068-757.0000	OPERATING EXPENDITURES		1,500.00	1,240.27	0.00	259.73	82.6
2003-4068-818.0000	CONTRACTUAL SERVICE		3,000.00	0.00	0.00	3,000.00	0.0
2003-4068-943.0000	EQUIPMENT RENTAL	-2,600	7,000.00	974.09	0.00	6,025.91	13.9
Total Dept 4068 - TREES & SHRUBS			24,300.00	8,001.56	158.29	16,298.44	32.9
Dept 4069 - DRAINAGE							
2003-4069-705.0000	SUPERVISION SALARIES	+2,000	8,800.00	8,873.78	374.36	(73.78)	100.8
2003-4069-706.0000	SALARIES PERMANENT	-2,000	28,000.00	11,503.78	176.88	16,496.22	41.0
2003-4069-709.0000	OVERTIME		1,000.00	304.04	0.00	695.96	30.4
2003-4069-717.0000	RETIREMENT - MERS ACTIVE		2,100.00	1,753.49	49.11	346.51	83.5
2003-4069-718.0000	RETIREMENT - MERS RETIREES		12,500.00	10,785.28	401.06	1,714.72	86.2
2003-4069-719.0000	FRINGE BENEFITS		37,200.00	7,126.46	57.71	30,073.54	19.1
2003-4069-757.0000	OPERATING EXPENDITURES		7,000.00	4,547.45	0.00	2,452.55	64.9
2003-4069-818.0000	CONTRACTUAL SERVICE		45,000.00	18,091.88	0.00	26,908.12	40.2
2003-4069-943.0000	EQUIPMENT RENTAL		35,000.00	16,234.34	0.00	18,765.66	46.3
Total Dept 4069 - DRAINAGE			176,600.00	79,220.50	1,059.12	97,379.50	44.8
Dept 4074 - TRAFFIC SIGNS							
2003-4074-705.0000	SUPERVISION SALARIES		5,100.00	2,877.61	254.53	2,222.39	56.4
2003-4074-706.0000	SALARIES PERMANENT		6,400.00	1,814.16	198.10	4,585.84	28.3
2003-4074-709.0000	OVERTIME		300.00	132.86	0.00	167.14	44.2
2003-4074-717.0000	RETIREMENT - MERS ACTIVE		700.00	496.88	34.06	203.12	70.9
2003-4074-718.0000	RETIREMENT - MERS RETIREES		3,900.00	3,319.14	276.38	580.86	85.1
2003-4074-719.0000	FRINGE BENEFITS		8,200.00	1,457.59	47.12	6,742.41	17.7
2003-4074-757.0000	OPERATING EXPENDITURES		1,000.00	152.85	0.00	847.15	15.2
2003-4074-757.2030	SIGNAGE & GRAVEL FOR CDBG PROJECTS		0.00	0.00	0.00	0.00	0.0
2003-4074-757.7100	MATERIAL-SIGNS		5,000.00	1,631.12	273.24	3,368.88	32.6
2003-4074-943.0000	EQUIPMENT RENTAL		5,000.00	2,340.14	0.00	2,659.86	46.8
Total Dept 4074 - TRAFFIC SIGNS			35,600.00	14,222.35	1,083.43	21,377.65	39.9
Dept 4078 - WINTER MAINTENANCE							
2003-4078-705.0000	SUPERVISION SALARIES	+300	5,400.00	5,695.93	0.00	(295.93)	105.4
2003-4078-706.0000	SALARIES PERMANENT		15,800.00	14,735.50	0.00	1,064.50	93.26
2003-4078-709.0000	OVERTIME		8,100.00	8,021.26	0.00	78.74	99.03
2003-4078-717.0000	RETIREMENT - MERS ACTIVE		1,500.00	1,458.32	0.00		

Attachment: BA 3857 (3857 : Budget Amendment (Budget #))

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 2003 - LOCAL STREETS							
Expenditures							
2003-4078-718.0000	RETIREMENT - MERS RETIREES		9,000.00	8,054.38	0.00	945.62	89.4
2003-4078-719.0000	FRINGE BENEFITS	-4,600	15,500.00	6,073.42	0.00	9,426.58	39.1
2003-4078-757.0000	OPERATING EXPENDITURES - SALT	+4,300	40,000.00	44,288.51	225.34	(4,288.51)	110.7
2003-4078-818.0000	CONTRACTUAL SERVICES		0.00	0.00	0.00	0.00	0.0
2003-4078-943.0000	EQUIPMENT RENTAL		78,000.00	76,337.69	0.00	1,662.31	97.8
2003-4078-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
Total Dept 4078 - WINTER MAINTENANCE			173,300.00	164,665.01	225.34	8,634.99	95.0
Dept 4081 - ROADSIDE CLEANUP							
2003-4081-705.0000	SUPERVISION SALARIES		800.00	106.07	0.00	693.93	13.2
2003-4081-706.0000	SALARIES PERMANENT		1,500.00	455.49	0.00	1,044.51	30.3
2003-4081-709.0000	OVERTIME		300.00	225.00	0.00	75.00	75.0
2003-4081-717.0000	RETIREMENT - MERS ACTIVE		200.00	27.99	0.00	172.01	14.0
2003-4081-718.0000	RETIREMENT - MERS RETIREES		900.00	147.12	0.00	752.88	16.3
2003-4081-719.0000	FRINGE BENEFITS		1,300.00	199.40	0.00	1,100.60	15.3
2003-4081-818.0000	CONTRACTUAL SERVICES		0.00	0.00	0.00	0.00	0.0
2003-4081-943.0000	EQUIPMENT RENTAL		3,000.00	790.60	0.00	2,209.40	26.3
Total Dept 4081 - ROADSIDE CLEANUP			8,000.00	1,951.67	0.00	6,048.33	24.4
Dept 4082 - ADMINISTRATION							
2003-4082-703.0000	ADMINISTRATION SALARIES	+13,000	17,100.00	26,473.72	2,029.75	(9,373.72)	154.8
2003-4082-705.0000	SUPERVISION SALARIES	-100	100.00	289.98	289.98	(189.98)	289.9
2003-4082-706.0000	SALARIES PERMANENT		6,900.00	6,010.40	626.43	889.60	87.1
2003-4082-709.0000	OVERTIME	+100	0.00	9.95	0.00	(9.95)	100.0
2003-4082-717.0000	RETIREMENT - MERS ACTIVE		2,800.00	1,570.83	415.37	1,229.17	56.1
2003-4082-718.0000	RETIREMENT - MERS RETIREES	-5,000	10,800.00	5,150.49	1,134.02	5,649.51	47.6
2003-4082-719.0000	FRINGE BENEFITS		12,100.00	11,996.93	4,592.88	103.07	99.1
2003-4082-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE		0.00	0.00	0.00	0.00	0.0
2003-4082-728.0000	INFORMATION TECH ALLOCATION		2,100.00	2,100.00	0.00	0.00	100.0
2003-4082-757.0000	OPERATING EXPENDITURES	-1,000	9,200.00	5,353.54	147.65	3,846.46	58.1
2003-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES		2,000.00	2,000.00	0.00	0.00	100.0
2003-4082-818.0000	CONTRACTUAL SERVICE		2,500.00	1,455.50	0.00	1,044.50	58.2
2003-4082-826.0000	LEGAL		200.00	0.00	0.00	200.00	0.0
2003-4082-828.0000	MEMBERSHIP & DUES		500.00	367.82	0.00	132.18	73.5
2003-4082-864.0000	TRAINING		2,000.00	194.22	0.00	1,805.78	9.7
2003-4082-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)		0.00	0.00	0.00	0.00	0.0
2003-4082-943.0000	EQUIPMENT RENTAL		0.00	0.00	0.00	0.00	0.0
Total Dept 4082 - ADMINISTRATION			68,300.00	62,973.38	9,236.08	5,326.62	92.2
Dept 4090 - CONTINGENCY							
2003-4090-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
2003-4090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFER	-4,400	84,300.00	79,889.30	0.00	4,410.70	94.7
2003-4090-957.0030	SPECIAL ASSESSMENTS CITY OWNED TX BILL		0.00	0.00	0.00	0.00	0.0
Total Dept 4090 - CONTINGENCY			84,300.00	79,889.30	0.00	4,410.70	94.77

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2003 LOCAL STREETS							
07/01/2017			**2003-4063-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		788.48		788.48
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		139.68		928.16
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		394.24	533.92
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	974.04		1,507.96
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		161.44		1,669.40
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		387.28		2,056.68
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	305.15		2,361.83
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		114.88		2,476.71
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		2,023.25		4,499.96
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	559.22		5,059.18
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		99.04		5,158.22
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		2,946.30		8,104.52
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	850.78		8,955.30
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		1,961.89		10,917.19
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		1,156.72		12,073.91
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		105.97		12,179.88
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	882.78		13,062.66
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		737.82		13,800.48
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	398.84		14,199.32
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		1,475.64		15,674.96
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		297.12		15,972.08
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	362.95		16,335.03
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		74.28		16,409.31
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	141.10		16,550.41
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		289.18		16,839.59
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		126.76		16,966.35
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	512.28		17,478.63
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		729.88		18,208.51
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		112.90		18,321.41
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	536.40		18,857.81
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		705.12		19,562.93
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		922.98		20,485.91
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		619.94		21,105.85
06/30/2018			2003-4063-705.0000	END BALANCE	21,500.09	394.24	21,105.85
GRAND TOTALS:					21,500.09	394.24	21,105.85

Attachment: BA 3857 (3857 : Budget Amendment (Budget #))

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2003-4068-705.0000 TO 2003-4068-705.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2003 LOCAL STREETS							
07/01/2017			**2003-4068-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	70.26		70.26
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		57.44		127.70
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		114.88		242.58
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	67.79		310.37
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		46.56		356.93
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		74.28		431.21
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	20.30		451.51
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		47.54		499.05
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		451.60		950.65
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	59.59		1,010.24
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	25.58		1,035.82
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	3.27		1,039.09
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	2.43		1,041.52
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		24.76		1,066.28
06/30/2018			2003-4068-705.0000	END BALANCE	1,066.28	0.00	1,066.28
GRAND TOTALS:					1,066.28		1,066.28

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GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2003-4069-705.0000 TO 2003-4069-705.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2003 LOCAL STREETS							
07/01/2017			**2003-4069-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		93.12		93.12
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		139.68		232.80
07/31/2017	JE		REV ACCRUED PAYROLL 6/30/17 JE 7469	7509		46.56	186.24
07/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE JUL 2017	7812	264.61		450.85
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		139.68		590.53
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		1,103.76		1,694.29
08/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE AUG 2017	7814	419.08		2,113.37
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		807.20		2,920.57
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		402.08		3,322.65
09/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE SEPT 2017	7871	170.46		3,493.11
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		1,220.10		4,713.21
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		275.32		4,988.53
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	285.32		5,273.85
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		451.60		5,725.45
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		450.12		6,175.57
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	151.54		6,327.11
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		670.47		6,997.58
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	127.09		7,124.67
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		105.97		7,230.64
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	6.78		7,237.42
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		211.94		7,449.36
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		112.90		7,562.26
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	38.84		7,601.10
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		356.53		7,957.63
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	84.18		8,041.81
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		300.08		8,341.89
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		49.52		8,391.41
04/30/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE APR 18	8327	108.01		8,499.42
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		374.36		8,873.78
06/30/2018			2003-4069-705.0000	END BALANCE	8,920.34	46.56	8,873.78
GRAND TOTALS:					8,920.34	46.56	8,873.78

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Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2003 LOCAL STREETS							
07/01/2017			**2003-4078-705.0000 SUPERVISION SALARIES**		BEG. BALANCE		0.00
10/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE OCT 2017	7941	4.94		4.94
11/30/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE NOV 17	8322	9.24		14.18
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		914.10		928.28
12/31/2017	JE	JE	ST ADMIN ALLOC/MP FRINGE DEC 17	8323	364.57		1,292.85
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		1,172.60		2,465.45
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		1,001.23		3,466.68
01/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE JAN 18	8324	283.47		3,750.15
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		99.04		3,849.19
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		640.77		4,489.96
02/28/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE FEB 18	8325	402.09		4,892.05
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		564.50		5,456.55
03/31/2018	JE	JE	ST ADMIN ALLOC/MP FRINGE MAR 18	8326	239.38		5,695.93
06/30/2018			2003-4078-705.0000	END BALANCE	5,695.93	0.00	5,695.93
GRAND TOTALS:					5,695.93		5,695.93

Attachment: BA 3857 (3857 : Budget Amendment (Budget #))

05/30/2018 09:23 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2003-4078-757.0000 TO 2003-4078-757.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2003 LOCAL STREETS							
07/01/2017			**2003-4078-757.0000 OPERATING EXPENDITURES - SA**		BEG. BALANCE		0.00
12/31/2017	JE	JE	JOB WORK ORDERS DEC 2017	8043	15,989.30		15,989.30
01/31/2018	JE	JE	JOB WORK ORDERS JAN 2018	8044	14,685.00		30,674.30
02/27/2018	AP	INV	LOWE'S CREDIT CARD CHARGES	JAN 2018	38.87		30,713.17
02/28/2018	JE	JE	JOB WORK ORDERS FEB 2018	8296	6,675.00		37,388.17
03/31/2018	JE	JE	JOB WORK ORDERS MAR 2018	8297	4,005.00		41,393.17
04/30/2018	JE	JE	JOB WORK ORDERS APR 2018	8298	2,670.00		44,063.17
05/16/2018	JE	JE	PHYSICAL INV ADJ MAY 2018	8300	225.34		44,288.51
06/30/2018			2003-4078-757.0000	END BALANCE	44,288.51	0.00	44,288.51
GRAND TOTALS:					44,288.51		44,288.51

05/30/2018 09:21 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4082-703.0000 TO 2002-4082-703.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4082-703.0000 ADMINISTRATION SALARIES**		BEG. BALANCE		0.00
07/13/2017	PR	CHK	SUMMARY PR 07/13/2017		899.51		899.51
07/27/2017	PR	CHK	SUMMARY PR 07/27/2017		797.11		1,696.62
08/10/2017	PR	CHK	SUMMARY PR 08/10/2017		835.50		2,532.12
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		741.63		3,273.75
09/07/2017	PR	CHK	SUMMARY PR 09/07/2017		1,040.37		4,314.12
09/21/2017	PR	CHK	SUMMARY PR 09/21/2017		1,296.46		5,610.58
10/05/2017	PR	CHK	SUMMARY PR 10/05/2017		3,375.11		8,985.69
10/19/2017	PR	CHK	SUMMARY PR 10/19/2017		1,134.41		10,120.10
11/02/2017	PR	CHK	SUMMARY PR 11/02/2017		1,134.41		11,254.51
11/16/2017	PR	CHK	SUMMARY PR 11/16/2017		1,134.41		12,388.92
11/30/2017	PR	CHK	SUMMARY PR 11/30/2017		1,038.79		13,427.71
12/14/2017	PR	CHK	SUMMARY PR 12/14/2017		1,212.55		14,640.26
12/28/2017	PR	CHK	SUMMARY PR 12/28/2017		794.08		15,434.34
01/11/2018	PR	CHK	SUMMARY PR 01/11/2018		1,134.41		16,568.75
01/25/2018	PR	CHK	SUMMARY PR 01/25/2018		1,068.79		17,637.54
02/08/2018	PR	CHK	SUMMARY PR 02/08/2018		1,134.42		18,771.96
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		1,134.42		19,906.38
03/08/2018	PR	CHK	SUMMARY PR 03/08/2018		1,134.41		21,040.79
03/22/2018	PR	CHK	SUMMARY PR 03/22/2018		1,134.41		22,175.20
04/05/2018	PR	CHK	SUMMARY PR 04/05/2018		1,134.41		23,309.61
04/19/2018	PR	CHK	SUMMARY PR 04/19/2018		1,134.42		24,444.03
05/03/2018	PR	CHK	SUMMARY PR 05/03/2018		895.33		25,339.36
05/17/2018	PR	CHK	SUMMARY PR 05/17/2018		1,134.42		26,473.78
05/31/2018	PR	CHK	SUMMARY PR 05/31/2018		1,164.61		27,638.39
06/30/2018			2002-4082-703.0000	END BALANCE	27,638.39	0.00	27,638.39
GRAND TOTALS:					27,638.39		27,638.39

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2002-4082-709.0000 TO 2002-4082-709.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2002 MAJOR STREETS							
07/01/2017			**2002-4082-709.0000 OVERTIME**		BEG. BALANCE		0.00
08/24/2017	PR	CHK	SUMMARY PR 08/24/2017		4.98		4.98
02/22/2018	PR	CHK	SUMMARY PR 02/22/2018		4.98		9.96
06/30/2018			2002-4082-709.0000	END BALANCE	9.96	0.00	9.96
GRAND TOTALS:					9.96		9.96

Attachment: BA 3857 (3857 : Budget Amendment (Budget #))

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3858)

DOC ID: 3858

Approve and authorize the following 2017-2018 budget amendment in the Motor Pool Fund budget: Increase 6061-0000-650.0608 Material Sales-Salt by $34,800; Decrease 6061-6061-719.0000 Fringe Benefits by $10,000; Increase 6061-6061-748.7008 Salt by $44,800.

ATTACHMENTS:

- BA 3858 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 30, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Motor Pool Fund Budget as follows: Increase 6061-0000-650.0608 by $34,800; Decrease 6061-6061-719.0000 by $10,000; Increase 6061-6061-748.7008 by $44,800.

This budget amendment increases the salt revenue and expenditures accounts to reflect the increased usage of salt during the fiscal year.

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 6061 - MOTOR POOL						
Revenues						
Dept 0000						
6061-0000-623.0000	ADMINISTRATION FEES	0.00	0.00	0.00	0.00	0.0
6061-0000-645.0000	SALE OF VEHICLES	500.00	0.00	0.00	500.00	0.0
6061-0000-650.0606	MATERIAL SALES - CULVERTS	5,000.00	1,318.04	0.00	3,681.96	26.3
6061-0000-650.0607	MATERIAL SALES - TRAFFIC SIGNS	14,000.00	2,906.72	0.00	11,093.28	20.7
6061-0000-650.0608	MATERIAL SALES - SALT	+34,800 150,000.00	184,793.66	563.36	(34,793.66)	123.2
6061-0000-650.0609	MATERIAL SALES - GRAVEL	40,000.00	11,129.25	0.00	28,870.75	27.8
6061-0000-650.0610	SALE OF GAS	45,000.00	7,489.26	0.00	37,510.74	16.6
6061-0000-650.0670	SALE OF SCRAP	500.00	2,659.75	0.00	(2,159.75)	531.9
6061-0000-666.0000	INTEREST INCOME	3,600.00	0.00	0.00	3,600.00	0.0
6061-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.0
6061-0000-669.0680	LOCAL ST EQUIPMENT RENTAL	192,000.00	138,727.01	0.00	53,272.99	72.2
6061-0000-669.0681	MAJOR ST EQUIPMENT RENTAL	284,000.00	229,600.25	0.00	54,399.75	80.8
6061-0000-669.0682	SEWER EQUIPMENT RENTAL	80,000.00	48,691.97	0.00	31,308.03	60.8
6061-0000-669.0683	WATER EQUIPMENT RENTAL	125,000.00	91,014.17	0.00	33,985.83	72.8
6061-0000-669.0684	GEN FUND EQUIPMENT RENTAL	26,500.00	18,381.51	0.00	8,118.49	69.3
6061-0000-669.0685	GEN FUND EQUIPMENT REPAIR	20,000.00	4,097.57	0.00	15,902.43	20.4
6061-0000-669.0686	POLICE EQUIPMENT RENTAL	6,000.00	3,408.64	0.00	2,591.36	56.8
6061-0000-669.0687	TECH CHARGES - FIRE	0.00	0.00	0.00	0.00	0.0
6061-0000-669.0688	CAP IMPROV EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.0
6061-0000-669.0689	BUILDING EQUIPMENT RENTAL	18,000.00	14,577.96	0.00	3,422.04	80.9
6061-0000-669.0690	SENIOR CITIZEN EQUIPMENT RENTAL	26,000.00	13,577.29	0.00	12,422.71	52.2
6061-0000-669.0691	TECH CHARGES FIRE EQUIPMENT	9,000.00	3,272.02	0.00	5,727.98	36.3
6061-0000-669.0692	AMY ST SA PAVING EQUIP RENTAL	0.00	0.00	0.00	0.00	0.0
6061-0000-669.0693	DDA EQUIPMENT RENTAL	2,600.00	1,190.99	0.00	1,409.01	45.8
6061-0000-673.0000	SALE OF ASSETS	20,000.00	17,727.77	0.00	2,272.23	88.6
6061-0000-675.0000	REFUNDS & REBATES	9,000.00	0.00	0.00	9,000.00	0.0
6061-0000-678.0000	REIMBURSEMENT INCOME	94,900.00	90,443.07	774.28	4,456.93	95.3
6061-0000-691.1001	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.0
6061-0000-691.5090	TRANSFERS FROM SEWER FUND	0.00	0.00	0.00	0.00	0.0
6061-0000-691.5091	TRANSFER FROM WATER FUND	0.00	0.00	0.00	0.00	0.0
6061-0000-694.0000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.0
6061-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		1,171,600.00	885,006.90	1,337.64	286,593.10	75.5
Dept 6061 - MOTOR POOL EXPENSES						
6061-6061-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 6061 - MOTOR POOL EXPENSES		0.00	0.00	0.00	0.00	0.0
TOTAL REVENUES		1,171,600.00	885,006.90	1,337.64	286,593.10	75.5
Expenditures						
Dept 0000						
6061-0000-717.0000	RETIREMENT - MERS ACTIVE	0.00	0.00	0.00	0.00	0.0
6061-0000-718.0000	RETIREMENT - MERS RETIREES	0.00	0.00	0.00	0.00	0.0
6061-0000-719.0000	FRINGE BENEFITS	0.00	0.00	0.00	0.00	0.0
6061-0000-925.0000	LOSS ON SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 6061 - MOTOR POOL							
Expenditures							
Total Dept 0000			0.00	0.00	0.00	0.00	0.0
Dept 6061 - MOTOR POOL EXPENSES							
6061-6061-705.0000	SUPERVISION SALARIES		0.00	0.00	0.00	0.00	0.0
6061-6061-706.0000	SALARIES PERMANENT		95,900.00	33,433.97	5,545.42	62,466.03	34.8
6061-6061-706.7007	EQUIPMENT MAINTENANCE		15,200.00	13,360.49	492.60	1,839.51	87.9
6061-6061-708.0000	SHARED SALARIES		6,900.00	5,357.95	449.00	1,542.05	77.6
6061-6061-709.0000	OVERTIME		6,400.00	1,925.51	74.04	4,474.49	30.0
6061-6061-717.0000	RETIREMENT - MERS ACTIVE		3,700.00	1,453.81	143.11	2,246.19	39.2
6061-6061-718.0000	RETIREMENT - MERS RETIREES		13,900.00	7,627.19	676.56	6,272.81	54.8
6061-6061-719.0000	FRINGE BENEFITS	-10,000	75,500.00	22,974.43	2,979.49	52,525.57	30.4
6061-6061-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE		0.00	0.00	0.00	0.00	0.0
6061-6061-728.0000	INFORMATION TECH ALLOCATION		12,200.00	12,200.00	0.00	0.00	100.0
6061-6061-746.7006	CULVERTS		5,000.00	1,318.04	0.00	3,681.96	26.3
6061-6061-746.7017	MONUMENT BOXES		0.00	0.00	0.00	0.00	0.0
6061-6061-747.7009	GRAVEL		40,000.00	11,129.25	0.00	28,870.75	27.8
6061-6061-748.7008	SALT	+44,800	140,000.00	184,793.66	563.36	(44,793.66)	132.0
6061-6061-749.7007	TRAFFIC SIGNS		4,200.00	2,906.72	0.00	1,293.28	69.2
6061-6061-757.0000	OPERATING EXPENDITURES		50,000.00	8,710.45	299.90	41,289.55	17.4
6061-6061-776.0000	BLDG MAINT/SUPPL/JANITORIAL		20,000.00	11,076.96	1,504.08	8,923.04	55.3
6061-6061-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES		4,200.00	4,200.00	0.00	0.00	100.0
6061-6061-818.0000	CONTRACTUAL SERVICE		1,000.00	517.06	76.50	482.94	51.7
6061-6061-864.0000	TRAINING		3,000.00	148.99	0.00	2,851.01	4.9
6061-6061-867.0000	GAS & OIL		120,000.00	71,427.88	0.00	48,572.12	59.5
6061-6061-910.0000	VEHICLE INSURANCE		50,000.00	38,625.52	0.00	11,374.48	77.2
6061-6061-910.7020	BUILDING INSURANCE		3,000.00	2,436.80	0.00	563.20	81.2
6061-6061-920.0000	UTILITIES		15,000.00	9,729.29	0.00	5,270.71	64.8
6061-6061-925.0000	LOSS ON SALE OF ASSETS		0.00	0.00	0.00	0.00	0.0
6061-6061-934.0000	EQUIPMENT REPAIRS		188,200.00	153,960.54	25,275.23	34,239.46	81.8
6061-6061-957.0000	CONTINGENCY/SURPLUS		0.00	0.00	0.00	0.00	0.0
6061-6061-958.0000	FREIGHT		2,000.00	0.00	0.00	2,000.00	0.0
6061-6061-968.0000	DEPRECIATION EXPENSE		363,400.00	0.00	0.00	363,400.00	0.0
6061-6061-970.0600	2V BOX SPREADERS		0.00	0.00	0.00	0.00	0.0
6061-6061-970.0610	1V BOX SPREADER		0.00	0.00	0.00	0.00	0.0
6061-6061-970.0620	TIRE & WHEEL BALANCER		0.00	0.00	0.00	0.00	0.0
6061-6061-970.0630	TIRE MOUNTING		0.00	0.00	0.00	0.00	0.0
6061-6061-970.0640	ROTARY VEHICLE LIFT		0.00	0.00	0.00	0.00	0.0
6061-6061-978.0000	TOOLS & EQUIPMENT		10,000.00	1,802.74	0.00	8,197.26	18.0
6061-6061-979.0000	SMALL PARTS & TOOLS		1,000.00	601.71	31.50	398.29	60.1
6061-6061-983.0000	LEASE EXPENSE-BUILDING		19,000.00	18,505.30	0.00	494.70	97.4
6061-6061-983.1000	LEASE EXPENSE-EQUIPMENT		30,000.00	29,395.21	0.00	604.79	97.9
6061-6061-999.7094	TRANSFER TO OTHER FUNDS		0.00	0.00	0.00	0.00	0.0
Total Dept 6061 - MOTOR POOL EXPENSES			1,298,700.00	649,619.47	38,110.79	649,080.53	50.0
TOTAL EXPENDITURES			1,298,700.00	649,619.47	38,110.79	649,080.53	50.0
Fund 6061 - MOTOR POOL:							
TOTAL REVENUES			1,171,600.00	885,006.90	1,337.64	286,593.10	75.54
TOTAL EXPENDITURES			1,298,700.00	649,619.47	38,110.79	649,	

05/30/2018 02:10 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 6061-0000-650.0608 TO 6061-0000-650.0608
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 6061 MOTOR POOL							
07/01/2017			**6061-0000-650.0608 MATERIAL SALES - SALT**		BEG. BALANCE		0.00
10/31/2017	JE	JE	JOB WORK ORDERS OCT 2017	7898		889.95	(889.95)
12/31/2017	JE	JE	JOB WORK ORDERS DEC 2017	8043		65,753.55	(66,643.50)
12/31/2017	JE	JE	JOB WO-ATH DEC 2017	8294		640.80	(67,284.30)
01/31/2018	JE	JE	JOB WORK ORDERS JAN 2018	8044		53,400.00	(120,684.30)
01/31/2018	JE	JE	JOB WO-ATH JAN 2018	8295		160.20	(120,844.50)
02/28/2018	JE	JE	JOB WORK ORDERS FEB 2018	8296		30,865.20	(151,709.70)
03/31/2018	JE	JE	JOB WORK ORDERS MAR 2018	8297		25,765.50	(177,475.20)
04/30/2018	JE	JE	JOB WORK ORDERS APR 2018	8298		6,755.10	(184,230.30)
05/16/2018	JE	JE	PHYSICAL INV ADJ MAY 2018	8300		563.36	(184,793.66)
06/30/2018			6061-0000-650.0608	END BALANCE	0.00	184,793.66	(184,793.66)
GRAND TOTALS:						184,793.66	(184,793.66)

J.8.a

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 6061 MOTOR POOL							
07/01/2017			**6061-6061-748.7008 SALT**		BEG. BALANCE		0.00
10/31/2017	JE	JE	JOB WORK ORDERS OCT 2017	7898	889.95		889.95
12/31/2017	JE	JE	JOB WORK ORDERS DEC 2017	8043	65,753.55		66,643.50
12/31/2017	JE	JE	JOB WO-ATH DEC 2017	8294	640.80		67,284.30
01/31/2018	JE	JE	JOB WORK ORDERS JAN 2018	8044	53,400.00		120,684.30
01/31/2018	JE	JE	JOB WO-ATH JAN 2018	8295	160.20		120,844.50
02/28/2018	JE	JE	JOB WORK ORDERS FEB 2018	8296	30,865.20		151,709.70
03/31/2018	JE	JE	JOB WORK ORDERS MAR 2018	8297	25,765.50		177,475.20
04/30/2018	JE	JE	JOB WORK ORDERS APR 2018	8298	6,755.10		184,230.30
05/16/2018	JE	JE	PHYSICAL INV ADJ MAY 2018	8300	563.36		184,793.66
06/30/2018			6061-6061-748.7008	END BALANCE	184,793.66	0.00	184,793.66
GRAND TOTALS:					184,793.66		184,793.66

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3860)

DOC ID: 3860

Approve and authorize the following 2017-2018 budget amendment in the Major Streets Fund: Increase 2002-0000-556.0000 State Revenue PA 82 by $268,400; Increase 2002-4051-802.7602 PA 82 Road Preservation by $268,400.

ATTACHMENTS:

- BA 3860 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 31, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Major Streets Fund Budget as follows: Increase 2002-0000-556.0000 by $268,400; Increase 2002-4051-802.7602 by $268,400.

This is to add the revenue and expenditure accounts for the PA 82 State Revenue received for road preservation.

CITY ~~OF BURTON~~
4303 S. CENTER RD.
BURTON, MI 48519
Phone : 810-743-1500

STATE OF MICHIGAN
REMITTANCE ADVICE

AGENCY UNIT: **X59A**

CHECK NO: **100588272**
CHECK DATE: **04/03/2018**

ICE DATE	REFERENCE DOCUMENT			AMOUNT
	GAX9R	591	18ADRCV03115	$607,668.84

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$607,668.84

NON-NEGOTIABLE NON-NEGOTIABLE

$607,668.84

Received From:
STATE OF MICHIGAN
MI

Date: 04/04/2018 Time: 11:13:21 AM
Receipt: 110556454
Cashier: 006
Workstation: Drawer: 1

ITEM REFERENCE	AMOUNT
MTFMAJ MTF/LRP FUNDS FOR MAJOR STREETS 2002-0000-574.0000	$262,228.46
MTFLOC MTF/LRP FUNDS FOR LOCAL STREETS 2003-0000-574.0000	$77,014.67
MTFMAJ MTF/LRP FUNDS FOR MAJOR STREETS 2003-0000-574.0000	$268,425.71
TOTAL	$607,668.84
CHECK 100588272	$607,668.84
Total Tendered:	$607,668.84
Change:	$0.00

MAJOR 262,228.46 X 20%
= 52,445.69

→ S/B 2002-0000-556.0000

NON-NEGOTIABLE

$607,668.84

NON-NEGOTIABLE NON-NEGOTIABLE NON-NEGOTIABLE

IF YOU HAVE QUESTIONS PLEASE CALL 517-335-2384

W-1000 (Rev. 09-17)

DETACH HERE - RETAIN STUB FOR YOUR RECORDS - DETACH HERE

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3861)

DOC ID: 3861

Approve and authorize the following 2017-2018 budget amendment to the Major Streets Fund: Decrease 2002-4051-802.7594 Chip Seal by $151,500; Decrease 2002-4051-802.7595 DWRF Repairs by $272,500; Decrease 2002-4051-802.7600 Potter Rd by $80,000; Increase 2002-0000-390.0000 Unappropriated Surplus by $504,000.

ATTACHMENTS:

- BA 3861 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 31, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Major Streets Fund Budget as follows: Decrease 2002-4051-802.7594 Chip Seal by $151,500; Decrease 2002-4051-802.7595 DWRF Repairs by $272,500; Decrease 2002-4051-802.7600 Potter Rd by $80,000; Increase 2002-0000-390.0000 Unappropriated Surplus by $504,000.

This amendment reduces project budgets to expected expenditures for this fiscal year and adds $504,000 to fund balance to be used in the 2018-19 fiscal year for road preservation projects.

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 06/30/2018

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

GL NUMBER	DESCRIPTION		2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2002 - MAJOR STREETS							
Revenues							
Dept 0000							
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES		5,800.00	3,138.95	0.00	2,661.05	54.1
2002-0000-539.7589	BRISTOL RD BRIDGE GRANT		0.00	0.00	0.00	0.00	0.0
2002-0000-556.0000	STATE REVENUE PA 82		0.00	268,425.71	0.00	(268,425.71)	100.0
2002-0000-574.0000	51 GAS & WEIGHT TAX		2,768,900.00	1,873,921.89	0.00	894,978.11	67.6
2002-0000-574.0001	OTHER STATE GRANT REVENUE		0.00	0.00	0.00	0.00	0.0
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		1,509,300.00	1,509,295.99	0.00	4.01	100.0
2002-0000-580.0000	CONTRIBUTION FROM LOCAL UNITS		0.00	0.00	0.00	0.00	0.0
2002-0000-649.0000	MATERIAL SALES		6,000.00	4,812.44	0.00	1,187.56	80.2
2002-0000-666.0000	INTEREST INCOME		500.00	0.00	0.00	500.00	0.0
2002-0000-669.0000	INVESTMENT GAINS AND LOSSES		0.00	0.00	0.00	0.00	0.0
2002-0000-675.0000	REFUNDS & REBATES		100.00	0.00	0.00	100.00	0.0
2002-0000-678.0000	REIMBURSEMENT INCOME		3,000.00	2,700.00	0.00	300.00	90.0
2002-0000-691.0000	TRANSFERS FROM OTHER FUNDS		0.00	0.00	0.00	0.00	0.0
2002-0000-694.0000	MISCELLANEOUS		13,400.00	0.00	0.00	13,400.00	0.0
2002-0000-697.0000	LOAN PROCEEDS		0.00	0.00	0.00	0.00	0.0
2002-0000-697.7587	LOAN PROCEEDS LAPEER RD		0.00	0.00	0.00	0.00	0.0
2002-0000-697.7601	LOAN PROCEEDS CENTER RD		0.00	0.00	0.00	0.00	0.0
2002-0000-699.0000	CONTINGENCY/DEFICIT		0.00	0.00	0.00	0.00	0.0
Total Dept 0000			4,385,500.00	3,662,294.98	0.00	723,205.02	83.5
TOTAL REVENUES			4,385,500.00	3,662,294.98	0.00	723,205.02	83.5
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	2.28	0.00	(2.28)	100.0
2002-4051-718.0000	RETIREMENT - MERS RETIREES		0.00	12.36	0.00	(12.36)	100.0
2002-4051-719.0000	FRINGE BENEFITS		0.00	27.54	0.00	(27.54)	100.0
2002-4051-802.7562	I-69 RECONSTRUCTION/REPAIRS		3,000.00	0.00	0.00	3,000.00	0.0
2002-4051-802.7584	DAVISON RD (CENTER-GENESEE)		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7586	CENTER RD (COURT-DAVISON)		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7587	LAPEER (BELSAY TO VASSAR)		104,000.00	6,391.24	0.00	97,608.76	6.1
2002-4051-802.7588	ATHERTON (DORT_CENTER 2013_2014)		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7589	BRISTOL RD BRIDGE		206,000.00	157,760.92	0.00	48,239.08	76.5
2002-4051-802.7590	CENTER RD (ATHERTON TO LIPPINCOTT)		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)		83,800.00	70,259.11	0.00	13,540.89	83.8
2002-4051-802.7592	POTTER/CASTO ROADS (2015-2016)		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ		289,000.00	156,091.57	0.00	132,908.43	54.0
2002-4051-802.7594	CHIP SEAL	−151,500	300,000.00	148,360.00	0.00	151,640.00	49.4
2002-4051-802.7595	DWRF REPAIRS	−272,500	300,000.00	27,375.91	0.00	272,624.09	9.1
2002-4051-802.7596	HOWE BRANCH THREAD CREEK/CENTER RD		0.00	0.00	0.00	0.00	0.0
2002-4051-802.7597	CENTER RD (LIPPINCOTT TO LAPEER)		504,000.00	48,658.08	0.00	455,341.92	9.65
2002-4051-802.7599	SAGINAW ST. (BRISTOL - HEMPHILL)		103,500.00	0.00	0.00	103,500.00	0.00
2002-4051-802.7600	POTTER RD. (EGLESTON - BELSAY)	−80,000	200,000.00	0.00	0.00	200,	

Attachment: BA 3861 (3861 : Budget Amendment (Budget #))

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

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

ADOPTED

AGENDA ITEM (ID # 3862)

DOC ID: 3862

Approve and authorize the following 2017-2018 budget amendment in the Fire Fund: Increase 2006-0000-678.0000 Reimbursement Income by $1,500; Increase 2006-2006-977.7089 New Equipment by $1,500.

ATTACHMENTS:

- BA 3862 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 31, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Fire Fund Budget as follows: Increase 2006-0000-678.0000 Reimbursement Income by $1,500; Increase 2006-2006-977.7089 New Equipment by $1,500.

This adds funds to the revenue and expenditure accounts for the grant received from The Hundred Club of GSL for the purchase of two thermal image cameras for the fire department.

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 06/30/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Revenues						
Dept 0000						
2006-0000-403.0000	CURRENT REAL/PERSONAL TAXES	533,800.00	511,573.88	0.00	22,226.12	95.8
2006-0000-404.0000	TAX CHARGEBACKS	(2,400.00)	2,818.39	0.00	(5,218.39)	(117.4
2006-0000-407.0000	DELINQUENT PERSONAL TAXES	200.00	0.00	0.00	200.00	0.0
2006-0000-501.0010	FEDERAL AFG FEMA FIRE GRANT	123,700.00	76,764.93	0.00	46,935.07	62.0
2006-0000-501.0020	FEMA SIREN GRANT REVENUE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7081	AFG GRANT REVENUE - RADIOS/EMT TRAININ	2,600.00	2,340.00	0.00	260.00	90.0
2006-0000-501.7082	FP&S GRANT REVENUE - SMOKE HOUSE TRAILE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7083	AFG GRANT REVENUE - FIRE ENGINE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7084	HAZARD MITIGATION GRANT (FEDERAL)	0.00	0.00	0.00	0.00	0.0
2006-0000-539.0010	STATE OF MICHIGAN EMERGENCY FLINT H20	0.00	0.00	0.00	0.00	0.0
2006-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	5,900.00	6,453.21	0.00	(553.21)	109.3
2006-0000-630.0000	FIRE RECOVERY FEES	20,000.00	19,718.58	0.00	281.42	98.5
2006-0000-631.0000	FIRE INSPECTION FEES	3,000.00	3,875.00	0.00	(875.00)	129.1
2006-0000-633.0000	SITE PLAN REVIEW	400.00	825.00	0.00	(425.00)	206.2
2006-0000-666.0000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.0
2006-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.0
2006-0000-673.0000	SALE OF ASSETS	1,500.00	6,625.00	0.00	(5,125.00)	441.6
2006-0000-675.0000	REFUNDS & REBATES	3,000.00	0.00	0.00	3,000.00	0.0
2006-0000-678.0000	REIMBURSEMENT INCOME +1,500	2,000.00	2,970.73	0.00	(970.73)	148.5
2006-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.0
2006-0000-691.1001	TRANSFER FROM GENERAL FUND	929,200.00	929,200.00	0.00	0.00	100.0
2006-0000-694.0000	OTHER REVENUES	2,000.00	0.00	0.00	2,000.00	0.0
2006-0000-694.0004	CPR CLASS REVENUE	0.00	420.00	0.00	(420.00)	100.0
2006-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		1,624,900.00	1,563,584.72	0.00	61,315.28	96.2
TOTAL REVENUES		1,624,900.00	1,563,584.72	0.00	61,315.28	96.2
Expenditures						
Dept 2006 - FIRE DEPARTMENT EXPENDITURES						
2006-2006-703.0000	SALARY	61,400.00	56,653.26	0.00	4,746.74	92.2
2006-2006-706.0000	SALARIES PERMANENT	95,900.00	79,765.68	0.00	16,134.32	83.1
2006-2006-707.0000	PART-TIME FIREMEN	208,200.00	116,895.05	0.00	91,304.95	56.1
2006-2006-708.0000	SHARED SALARIES	38,300.00	30,736.68	0.00	7,563.32	80.2
2006-2006-709.0000	OVERTIME	4,500.00	1,397.67	0.00	3,102.33	31.0
2006-2006-717.0000	RETIREMENT - MERS ACTIVE	23,000.00	21,664.00	0.00	1,336.00	94.1
2006-2006-718.0000	RETIREMENT - MERS RETIREES	34,700.00	29,982.91	0.00	4,717.09	86.4
2006-2006-719.0000	FRINGE BENEFITS	146,400.00	81,147.57	1,775.03	65,252.43	55.4
2006-2006-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.0
2006-2006-727.0000	OFFICE SUPPLIES	1,500.00	557.84	0.00	942.16	37.1
2006-2006-728.0000	INFORMATION TECH ALLOCATION	20,900.00	20,900.00	0.00	0.00	100.0
2006-2006-744.0000	SAFETY WEAR & HEALTH	32,500.00	7,883.58	0.00	24,616.42	24.2
2006-2006-757.0000	OPERATING EXPENDITURES	18,000.00	9,797.49	0.00	8,202.51	54.4
2006-2006-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	0.00	100.0
2006-2006-818.0000	CONTRACTUAL SERVICES	15,000.00	10,231.89	0.00	4,768.11	68.2
2006-2006-826.0000	LEGAL	3,000.00	633.00	0.00	2,367.00	21.1
2006-2006-828.0000	MEMBERSHIP & DUES	6,500.00	6,293.45	0.00	206.55	96.82
2006-2006-863.0000	AUTO REPAIR	84,000.00	63,383.49	0.00	20,616.51	75.46
2006-2006-864.0000	TRAINING & CERTIFICATIONS	3,500.00	2,110.98	0.00	1,[illegible]	[illegible]
2006-2006-867.0000	GAS & OIL	10,000.00	8,831.59	0.00	1,[illegible]	[illegible]

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 06/30/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BI US
Fund 2006 - FIRE DEPARTMENT						
Expenditures						
2006-2006-910.0000	INSURANCE	25,000.00	19,680.99	0.00	5,319.01	78.7
2006-2006-910.7020	BUILDING INSURANCE	2,000.00	1,755.40	0.00	244.60	87.7
2006-2006-920.0000	UTILITIES	39,000.00	29,376.49	0.00	9,623.51	75.3
2006-2006-921.0000	SEWER PAYMENTS	5,000.00	5,174.73	0.00	(174.73)	103.4
2006-2006-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)	0.00	0.00	0.00	0.00	0.0
2006-2006-934.0000	EQUIPMENT REPAIR	12,000.00	9,889.70	0.00	2,110.30	82.4
2006-2006-937.0000	BUILDING MAINT & SUPPLIES	45,000.00	39,617.52	0.00	5,382.48	88.0
2006-2006-943.0000	EQUIPMENT RENTAL	14,500.00	3,272.02	0.00	11,227.98	22.5
2006-2006-956.0000	MISCELLANEOUS	500.00	301.82	0.00	198.18	60.3
2006-2006-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
2006-2006-962.0000	TRAINING & MATERIALS	17,000.00	8,230.32	0.00	8,769.68	48.4
2006-2006-963.0000	PREVENTION MATERIALS	9,500.00	7,832.61	0.00	1,667.39	82.4
2006-2006-977.0020	FEMA SIREN GRANT EXPENDITURE	2,000.00	1,673.75	0.00	326.25	83.6
2006-2006-977.7081	AFG (FEDERAL)- RADIOS/EMT/SAFETYWEAR	2,600.00	2,600.00	0.00	0.00	100.0
2006-2006-977.7082	FP&S SMOKE HOUSE TRAILER	0.00	0.00	0.00	0.00	0.0
2006-2006-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	0.00	0.00	0.00	0.00	0.0
2006-2006-977.7089	NEW EQUIPMENT	+1,500 32,000.00	25,479.14	0.00	6,520.86	79.6
2006-2006-977.8010	AFG GRANT EXPENDITURES (FEDERAL)	121,700.00	103,792.50	0.00	17,907.50	85.2
2006-2006-984.0000	OFFICE EQUIPMENT	3,500.00	2,618.99	0.00	881.01	74.8
2006-2006-985.0000	VEHICLE	0.00	0.00	0.00	0.00	0.0
2006-2006-985.7083	AFG - FIRE ENGINE	0.00	0.00	0.00	0.00	0.0
2006-2006-991.0000	PRINCIPAL ON BONDS	200,000.00	200,000.00	0.00	0.00	100.0
2006-2006-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PM	48,000.00	0.00	0.00	48,000.00	0.0
2006-2006-995.0000	INTEREST ON BONDS	162,000.00	90,537.50	0.00	71,462.50	55.8
2006-2006-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	13,000.00	0.00	0.00	13,000.00	0.0
2006-2006-999.0000	PAYING AGENT FEES ON BONDS	700.00	250.00	0.00	450.00	35.7
2006-2006-999.3000	TRANSFER OUT TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.0
2006-2006-999.4206	TRANSFER OUT TO FIRE CAPITAL PROJECTS	50,000.00	0.00	0.00	50,000.00	0.0
Total Dept 2006 - FIRE DEPARTMENT EXPENDITURES		1,615,300.00	1,103,949.61	1,775.03	511,350.39	68.3
TOTAL EXPENDITURES		1,615,300.00	1,103,949.61	1,775.03	511,350.39	68.3
Fund 2006 - FIRE DEPARTMENT:						
TOTAL REVENUES		1,624,900.00	1,563,584.72	0.00	61,315.28	96.2
TOTAL EXPENDITURES		1,615,300.00	1,103,949.61	1,775.03	511,350.39	68.3
NET OF REVENUES & EXPENDITURES		9,600.00	459,635.11	(1,775.03)	(450,035.11)	4,787.8
BEG. FUND BALANCE		244,255.07	244,255.07			
END FUND BALANCE		253,855.07	703,890.18			

Attachment: BA 3862 (3862 : Budget Amendment (Budget #))

Karen L. Moffitt

From: Kirk P. Wilkinson
Sent: Wednesday, May 23, 2018 11:09 AM
To: Karen L. Moffitt
Cc: Marvin A. Epperson
Subject: FW: The Hundred Club of GSL - Safety Equipment Grant Form

See

Kirk Wilkinson
Kirk Wilkinson – CFI-II, CFPE
Assistant Chief
City of Burton Fire Department
1320 S. Belsay Rd.
Burton, MI 48509
Office – (810) 742-2158
Cell – (810) 955-7493
k.wilkinson@burtonmi.gov

NFPA MEMBER

From: Kirk Wilkinson [mailto:kirkpwilkinson@gmail.com]
Sent: Tuesday, May 22, 2018 10:16 PM
To: Kirk P. Wilkinson <k.wilkinson@burtonmi.gov>
Subject: Fwd: The Hundred Club of GSL - Safety Equipment Grant Form

---------- Forwarded message ---------
From: 100 Club <100clubgsl@gmail.com>
Date: Tue, 22 May 2018, 17:44
Subject: Re: The Hundred Club of GSL - Safety Equipment Grant Form
To: Kirk Wilkinson <kirkpwilkinson@gmail.com>

Dear Ast Chief Wilkinson,

We are pleased to inform you that our board has approved $1,500 towards the purchase of this equipment. Please submit your paid receip by the end of the year for reimbursement to our Treasurer at the following address:

Greg Waller
c/o Lewis & Knopf
5206 Gateway Centre, Suite 100

Flint MI 48507

You will receive an invitation to our June Dinner Meeting in the coming weeks. We hope you are able to attend to accept this grant on beh of your department.

Thank you,
Leanne Osterhagen
Executive Director

From: Kirk Wilkinson
Sent: Tuesday, March 27, 2018 2:32 PM
To: info@100clubofgsl.org
Subject: The Hundred Club of GSL - Safety Equipment Grant Form

Department Requesting Grant:	City of Burton Fire Department
Specific Equipment Proposed:	Thermal Image Cameras
Quantity:	2
What amount is requested per unit?:	$750.00
Total amount requested:	$1,500.00
Please provide description of equipment if available.:	This grant would provide funds for two (2) Seek Thermal Image Cameras. These thermal image cameras would be used to locate fire in buildings anc provide the ability to locate trapped or downed victims inside a smoke filled building. Having these cameras would greatly improve the chances c successfully rescuing and saving trapped victims.
Please provide the reason that such an item cannot be provided for in your normal operating budget.:	With the current unfunded liability in the City of Burton, departments like the Fire Department that are primarily funded from the general fund are facing drastic cuts which in turn will result in the elimination of non-essential spending so that the budget covers just the neccessities required t operate the fire department.
Are there any other sources that could provide funding?:	No
If no, why?:	We currently apply for every grant available to us.
The studies undertaken by your department that would indicate that such item would in fact enhance the personal safety of the affected officers/firefighters.:	Thermal image cameras make it easier to locate fire and downed victims ir smoke filled buildings. This means fires and victims are located much faster and the amount of time a fire fighter has to spend in a hostile environment is greatly decreased and safety is improved.
Has your department received funding from our organization in the past five years? :	Yes
If yes, please list the amount and for what equipment if known.:	2017 - $4,750 for 50 Nomex Hoods 2016 - $2,200 for 5 CO Detectors 2015 - $1,975 for Gloves and Boots 2014 - $6,550 for SCBA Bottles
Name:	Kirk Wilkinson
Title:	Assistant Chief
Address:	1320 S. Belsay Rd.
City:	Burton
State:	MI

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 3864)

DOC ID: 3864

Approve and authorize the following 2017-2018 budget amendment in the Fire Fund: Decrease 2006-2006-719.0000 Fringe Benefits by $2,000; Increase 2006-2006-921.0000 Sewer Payments by $2,000.

ATTACHMENTS:

- BA 3864 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 31, 2018

Re: Memo of Explanation for
City Council Meeting of 6/4/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the Fire Fund Budget as follows: Decrease 2006-2006-719.0000 Fringe Benefits by $2,000; Increase 2006-2006-921.0000 Sewer Payments by $2,000.

The Sewer Payments account, which also includes water usage charges, is currently over spent by $175 due partially to the recent increase in water usage rates charged by the City. As such, I would recommend adding $2,000 to the budget to cover charges for the remainder of the fiscal year.

05/31/2018 12:56 PM
User: moffittk
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
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2006-0000-407.0000	DELINQUENT PERSONAL TAXES	200.00	0.00	0.00	200.00	0.0
2006-0000-501.0010	FEDERAL AFG FEMA FIRE GRANT	123,700.00	76,764.93	0.00	46,935.07	62.0
2006-0000-501.0020	FEMA SIREN GRANT REVENUE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7081	AFG GRANT REVENUE - RADIOS/EMT TRAININ	2,600.00	2,340.00	0.00	260.00	90.0
2006-0000-501.7082	FP&S GRANT REVENUE - SMOKE HOUSE TRAILE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7083	AFG GRANT REVENUE - FIRE ENGINE	0.00	0.00	0.00	0.00	0.0
2006-0000-501.7084	HAZARD MITIGATION GRANT (FEDERAL)	0.00	0.00	0.00	0.00	0.0
2006-0000-539.0010	STATE OF MICHIGAN EMERGENCY FLINT H20	0.00	0.00	0.00	0.00	0.0
2006-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	5,900.00	6,453.21	0.00	(553.21)	109.3
2006-0000-630.0000	FIRE RECOVERY FEES	20,000.00	19,718.58	(353.17)	281.42	98.5
2006-0000-631.0000	FIRE INSPECTION FEES	3,000.00	3,875.00	525.00	(875.00)	129.1
2006-0000-633.0000	SITE PLAN REVIEW	400.00	825.00	75.00	(425.00)	206.2
2006-0000-666.0000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.0
2006-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.0
2006-0000-673.0000	SALE OF ASSETS	1,500.00	6,625.00	0.00	(5,125.00)	441.6
2006-0000-675.0000	REFUNDS & REBATES	3,000.00	0.00	0.00	3,000.00	0.0
2006-0000-678.0000	REIMBURSEMENT INCOME	2,000.00	2,970.73	115.00	(970.73)	148.5
2006-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	0.00	0.00	0.00	0.00	0.0
2006-0000-691.1001	TRANSFER FROM GENERAL FUND	929,200.00	929,200.00	929,200.00	0.00	100.0
2006-0000-694.0000	OTHER REVENUES	2,000.00	0.00	0.00	2,000.00	0.0
2006-0000-694.0004	CPR CLASS REVENUE	0.00	420.00	0.00	(420.00)	100.0
2006-0000-699.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		1,624,900.00	1,563,584.72	929,561.83	61,315.28	96.2
TOTAL REVENUES		1,624,900.00	1,563,584.72	929,561.83	61,315.28	96.2
Expenditures						
Dept 2006 - FIRE DEPARTMENT EXPENDITURES						
2006-2006-703.0000	SALARY	61,400.00	56,653.26	7,081.65	4,746.74	92.2
2006-2006-706.0000	SALARIES PERMANENT	95,900.00	79,765.68	9,995.05	16,134.32	83.1
2006-2006-707.0000	PART-TIME FIREMEN	208,200.00	116,895.05	7,858.89	91,304.95	56.1
2006-2006-708.0000	SHARED SALARIES	38,300.00	30,736.68	3,509.45	7,563.32	80.2
2006-2006-709.0000	OVERTIME	4,500.00	1,397.67	243.16	3,102.33	31.0
2006-2006-717.0000	RETIREMENT - MERS ACTIVE	23,000.00	21,664.00	2,576.83	1,336.00	94.1
2006-2006-718.0000	RETIREMENT - MERS RETIREES	34,700.00	29,982.91	3,628.19	4,717.09	86.4
2006-2006-719.0000	FRINGE BENEFITS	-2,000 146,400.00	79,372.54	9,261.73	67,027.46	54.2
2006-2006-720.0000	UNEMPLOYMENT EXPENDITURES - MESC CHARGE	0.00	0.00	0.00	0.00	0.0
2006-2006-727.0000	OFFICE SUPPLIES	1,500.00	557.84	90.74	942.16	37.1
2006-2006-728.0000	INFORMATION TECH ALLOCATION	20,900.00	20,900.00	0.00	0.00	100.0
2006-2006-744.0000	SAFETY WEAR & HEALTH	32,500.00	7,883.58	175.55	24,616.42	24.2
2006-2006-757.0000	OPERATING EXPENDITURES	18,000.00	9,797.49	1,277.68	8,202.51	54.4
2006-2006-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,000.00	3,000.00	0.00	0.00	100.0
2006-2006-818.0000	CONTRACTUAL SERVICES	15,000.00	10,231.89	35.00	4,768.11	68.2
2006-2006-826.0000	LEGAL	3,000.00	633.00	133.00	2,367.00	21.1
2006-2006-828.0000	MEMBERSHIP & DUES	6,500.00	6,293.45	0.00	206.55	96.82
2006-2006-863.0000	AUTO REPAIR	84,000.00	63,383.49	2,812.48	20,616.51	75.46
2006-2006-864.0000	TRAINING & CERTIFICATIONS	3,500.00	2,110.98	0.00	1,[illegible]	[illegible]
2006-2006-867.0000	GAS & OIL	10,000.00	8,831.59	0.00	1,[illegible]	[illegible]

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 05/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Expenditures						
2006-2006-910.0000	INSURANCE	25,000.00	19,680.99	0.00	5,319.01	78.7
2006-2006-910.7020	BUILDING INSURANCE	2,000.00	1,755.40	0.00	244.60	87.7
2006-2006-920.0000	UTILITIES	39,000.00	29,376.49	0.00	9,623.51	75.3
2006-2006-921.0000	SEWER PAYMENTS	+2,000 5,000.00	5,174.73	0.00	(174.73)	103.4
2006-2006-924.0000	CHANGE IN INVESTMENT VALUE (DECLINE)	0.00	0.00	0.00	0.00	0.0
2006-2006-934.0000	EQUIPMENT REPAIR	12,000.00	9,889.70	90.00	2,110.30	82.4
2006-2006-937.0000	BUILDING MAINT & SUPPLIES	45,000.00	39,617.52	2,194.59	5,382.48	88.0
2006-2006-943.0000	EQUIPMENT RENTAL	14,500.00	3,272.02	0.00	11,227.98	22.5
2006-2006-956.0000	MISCELLANEOUS	500.00	301.82	57.06	198.18	60.3
2006-2006-957.0000	CONTINGENCY	0.00	0.00	0.00	0.00	0.0
2006-2006-962.0000	TRAINING & MATERIALS	17,000.00	8,230.32	60.00	8,769.68	48.4
2006-2006-963.0000	PREVENTION MATERIALS	9,500.00	7,832.61	0.00	1,667.39	82.4
2006-2006-977.0020	FEMA SIREN GRANT EXPENDITURE	2,000.00	1,673.75	0.00	326.25	83.6
2006-2006-977.7081	AFG (FEDERAL)- RADIOS/EMT/SAFETYWEAR	2,600.00	2,600.00	0.00	0.00	100.0
2006-2006-977.7082	FP&S SMOKE HOUSE TRAILER	0.00	0.00	0.00	0.00	0.0
2006-2006-977.7087	COMMUNITY DEVELOPMENT BLOCK GRANT EXP	0.00	0.00	0.00	0.00	0.0
2006-2006-977.7089	NEW EQUIPMENT	32,000.00	25,479.14	441.69	6,520.86	79.6
2006-2006-977.8010	AFG GRANT EXPENDITURES (FEDERAL)	121,700.00	103,792.50	0.00	17,907.50	85.2
2006-2006-984.0000	OFFICE EQUIPMENT	3,500.00	2,618.99	214.00	881.01	74.8
2006-2006-985.0000	VEHICLE	0.00	0.00	0.00	0.00	0.0
2006-2006-985.7083	AFG - FIRE ENGINE	0.00	0.00	0.00	0.00	0.0
2006-2006-991.0000	PRINCIPAL ON BONDS	200,000.00	200,000.00	0.00	0.00	100.0
2006-2006-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PM	48,000.00	0.00	0.00	48,000.00	0.0
2006-2006-995.0000	INTEREST ON BONDS	162,000.00	90,537.50	0.00	71,462.50	55.8
2006-2006-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	13,000.00	0.00	0.00	13,000.00	0.0
2006-2006-999.0000	PAYING AGENT FEES ON BONDS	700.00	250.00	0.00	450.00	35.7
2006-2006-999.3000	TRANSFER OUT TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.0
2006-2006-999.4206	TRANSFER OUT TO FIRE CAPITAL PROJECTS	50,000.00	0.00	0.00	50,000.00	0.0
Total Dept 2006 - FIRE DEPARTMENT EXPENDITURES		1,615,300.00	1,102,174.58	51,736.74	513,125.42	68.2
TOTAL EXPENDITURES		1,615,300.00	1,102,174.58	51,736.74	513,125.42	68.2
Fund 2006 - FIRE DEPARTMENT:						
TOTAL REVENUES		1,624,900.00	1,563,584.72	929,561.83	61,315.28	96.2
TOTAL EXPENDITURES		1,615,300.00	1,102,174.58	51,736.74	513,125.42	68.2
NET OF REVENUES & EXPENDITURES		9,600.00	461,410.14	877,825.09	(451,810.14)	4,806.3
BEG. FUND BALANCE		244,255.07	244,255.07			
END FUND BALANCE		253,855.07	705,665.21			

Attachment: BA 3864 (3864 : Budget Amendment (Budget #))

05/31/2018 12:59 PM
User: moffittk
DB: Burton

GL ACTIVITY REPORT FOR CITY OF BURTON
FROM 2006-2006-921.0000 TO 2006-2006-921.0000
TRANSACTIONS FROM 07/01/2017 TO 06/30/2018

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 2006 FIRE DEPARTMENT							
07/01/2017			**2006-2006-921.0000 SEWER PAYMENTS**		BEG. BALANCE		0.00
07/31/2017	AP	INV	CITY OF BURTON SEWER CHARGES	JULY 2017	468.10		468.10
10/25/2017	AP	INV	CITY OF BURTON SEWER CHARGES	AUG 2017	532.90		1,001.00
11/22/2017	AP	INV	CITY OF BURTON SEWER CHARGES	SEPT 2017	541.20		1,542.20
12/31/2017	AP	INV	CITY OF BURTON SEWER/WATER CHARGES	OCT 2017	468.10		2,010.30
01/16/2018	AP	INV	CITY OF BURTON WATER/SEWER CHARGES	NOV 2017	468.10		2,478.40
01/31/2018	AP	INV	CITY OF BURTON WATER/SEWER CHARGES	JAN 2018	633.87		3,112.27
02/15/2018	AP	INV	CITY OF BURTON UTILITY CHARGES	DEC 2017	508.96		3,621.23
02/28/2018	AP	INV	CITY OF BURTON WATER/SEWER CHARGES	FEB 2018	491.98		4,113.21
03/31/2018	AP	INV	CITY OF BURTON WATER/SEWER CHARGES	MARCH 2018	1,061.52		5,174.73
06/30/2018			2006-2006-921.0000	END BALANCE	5,174.73	0.00	5,174.73
GRAND TOTALS:					5,174.73		5,174.73

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Clerk's Office
Category: Water/Sewer
Prepared By: Bette Bigsby
Department Head: Bette Bigsby

AGENDA ITEM (ID # 3838)

DOC ID: 3838

Approve and authorize the request for Residential Sanitary Sewer Installer's License for L. Zellar and Sons Excavating inc., G-1406 S. Linden Road, Flint, MI 48532

ATTACHMENTS:

- Zellar (PDF)

City of Burton
4303 S. Center Rd.
Burton, MI 48519
www.burtonmi.gov

Application for Sewer & Water Installer License

Date: May 24, 2018 **License Expiration:** June 5, 2018

Name of Applicant: Quint Zellar and Greg Zellar

Applicant Address: 1406 S. Linden Rd Flint, MI 48532

Phone Number: (810) 732-5276 **Email:** quint@zellarexc.com

Name of Business: L. Zellar and Sons Excavating, Inc.

Business Address: same ,

Phone Number: ( ) MI Bldrs ~~Plumbing~~ **License #:** 2102191548

LICENSE FEES	Amount	Proration	PAID
1. Sewer Installer Expires – March 31, ____	$100.00		☑
2. Water Installer Expires – March 31, ____	$100.00		☐

- Applicant must file a Performance Bond in the Amount of $10,000.
- Applicant must maintain insurance against liability in the amounts of $100,000 for injury to one person and $300,000 per occurrence, and against liability for property damage in the amount of $100,000.
- Each contractor shall maintain Workman's Compensation insurance covering all employees.

The undersigned hereby specifically agrees that any approval granted for license received after said approval is subject to revocation at any time by the Burton City Council, and that there shall be no liability on the part of the Burton City Council of the City of Burton, or any officers, members or employees of said units, because of any revocations and the granting of such approval of license does not create a vested right.

The undersigned hereby specifically agrees to abide by all provisions of Burton City Ordinance #112, adopted 8-4-69, effective 9-15-69, and all City Ordinances and Resolutions of the Burton City Council now in force or hereinafter adopted.

I, Quint O. Zellar (applicant) being duly sworn, state that I have read the foregoing application and exhibits therein contained and attached, by me subscribe and knowingly made the foregoing answers, statements, and representations therein contained and that said statement representations are true.

THIS APPLICATION MUST BE SIGNED BEFORE A NOTARY: Q. Zellar
Signature of Applicant

Subscribed and sworn before me a Notary Public in and for the County of Genesee, State of Michigan this 22nd day of May, 20 18.

Notary Public — June 3, 2021
Commission Expires

Y:\Documents\LICENSES\Applications\Sewer & Water Installer.docx

NOTARY ... My Commission Expires June 3, 2021

CITY OF BURTON
4303 S. CENTER RD.
BURTON, MI 48519
Phone : 810-743-1500

Received From:
L ZELLAR & SONS EXCAVATING

Date: 05/24/2018 Time: 3:32:01 PM
Receipt: 110561678 *** REPRINT ***
Cashier: 006
Workstation: Drawer: 1

ITEM REFERENCE	AMOUNT
LICENSE LICENSE FEES SEWER INSTALLER 1001-0000-450.0000	$100.00
TOTAL	$100.00
CHECK 40819	$100.00
Total Tendered:	$100.00
Change:	$0.00

UNITED FIRE GROUP®

United Fire & Casualty Company
United Life Insurance Company
Addison Insurance Company
Lafayete Insurance Company
United Fire & Indemnity Company
United Fire Lloyds
Financial Pacific Insurance Company

CONTINUATION CERTIFICATE

BOND NO.: 55215795

PRINCIPAL: L. ZELLAR & SONS EXCAVATING, INC. 1406 S LINDEN RD FLINT, MI 48532

OBLIGEE: CITY OF BURTON 4093 MANOR DR BURTON, MI 48519

TYPE OF BOND: SEWER CONTRACTOR

BOND PENALTY: 10,000.00

BOND TERM: From 05/15/2018 To 05/15/2019

The Company indicated hereby continues in force, for the period described, the Bond designated above, subject to all the agreements, limitations, and conditions thereof and provides that the liability under said bond and all continuations thereof shall not be cumulative and shall not in any event exceed the amount of said Bond herein before set forth.

Signed, Sealed and Dated 02/14/2018.

UNITED FIRE & CASUALTY COMPANY

By ______________________
Attorney-in-Fact

LICP0003 04 11

UFG INSURANCE

UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA
UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX
FINANCIAL PACIFIC INSURANCE COMPANY, ROCKLIN, CA

Inquiries: Surety Department
118 Second Ave SE
Cedar Rapids, IA 52401

CERTIFIED COPY OF POWER OF ATTORNEY
(original on file at Home Office of Company – See Certification)

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint
DAVID A. LANGE, DENNIS J. RICHMANN, ARTHUR J. FEARN, BRAD HANCE, MICHAEL D. MAY, D. MICHAEL HAYS, JUDITH A. DAVIS, MARY BERTSCH, KYANNA SAYLOR, JEREMY LEWIS, PATRICIA WIEBEL, PHILIP E. MORGETTE, ALLISON NISSEN, STUART D. FRANCIS, TRENT MILLER, ROB FLEMING, STEVEN KINNEY, ADAM STAHLE, DREW GESELL, QUINSON HOLDERNESS, J. BRIAN WADSWORTH, PATTI WADDELL PATRICIA L. NIEBES, EMILY JACKSON, ALEX HALE, GARY D. DILL, RAMONA SEIDMAN, STEPHEN MOORE, JORDAN FELTMAN, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed $ 100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted on May 15, 2013, by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set of forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 1st day of January, 2018

UNITED FIRE & CASUALTY COMPANY CORPORATE SEAL CEDAR RAPIDS IOWA
UNITED FIRE & INDEMNITY COMPANY CORPORATE SEAL WEBSTER TEXAS
FINANCIAL PACIFIC INSURANCE COMPANY INCORPORATED JULY 22 1986 CALIFORNIA

UNITED FIRE & CASUALTY COMPANY
UNITED FIRE & INDEMNITY COMPANY
FINANCIAL PACIFIC INSURANCE COMPANY

By: Dennis J Richmann
Vice President

State of Iowa, County of Linn, ss:

On 1st day of January, 2018, before me personally came Dennis J. Richmann to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.

NOTARIAL SEAL IOWA	Patti Waddell Iowa Notarial Seal Commission number 713274 My Commission Expires 10/26/2019

Patti Waddell
Notary Public
My commission expires: 10/26/2019

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations this 14th day of February, 20 18

UNITED FIRE & CASUALTY COMPANY CORPORATE SEAL CEDAR RAPIDS IOWA
UNITED FIRE & INDEMNITY COMPANY CORPORATE SEAL WEBSTER TEXAS
FINANCIAL PACIFIC INSURANCE COMPANY INCORPORATED JULY 22 1986 CALIFORNIA

By: Mary A. Bertsch
Assistant Secretary,
UF&C & UF&I & FPIC

BPOA0049 1217

Attachment: Zellar (3838 : Sewer Installer's License)

L. ZELLAR
EXCAVATING
INC.
& SONS

RICK SNYDER
GOVERNOR

M678360

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING

RESIDENTIAL BUILDER COMPANY
LICENSE

- Q.O. - QUINT DOUGLAS ZELLAR INDV#:2101189999

L ZELLAR & SONS EXCAVATING INC
1406 S LINDEN ROAD
FLINT MI 48532

LICENSE NO.	EXPIRATION DATE	AUDIT NO	
2102191548	05/31/2020	3138119	THIS DOCUMENT IS DULY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

Contractor Number
C40890

Expiration Date
02/03/2019

State of Michigan
Department of Licensing and Regulatory Affairs

L. Zellar and Sons Excavating, Inc.

has satisfactorily met the requirements of Michigan Public Act 135 of 1986, as amended, and is hereby recognized as a

LICENSED ASBESTOS ABATEMENT CONTRACTOR

Type II (5 + employees)

The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.

MIO 3003 (05/2011)
Authority: Michigan Public Act 135 of 1986, as amended

131679 **2694**

EEA
1-11-

G-1406 South Linden Road • Flint, Michigan 48532 • (810) 732-5276 • Fax (810) 732-3290

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 05/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Peabody Insurance Agency, Inc. 265 N. Alloy Dr. Fenton MI 48430	CONTACT NAME: Kelly Hawley PHONE (A/C, No, Ext): (810) 629-1504 FAX (A/C, No): (810) 629-2822 E-MAIL ADDRESS: khawley@peabodyinc.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Selective Way Insurance	26301
INSURER B : Westchester Surplus Lines Inc.	10172
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
L. Zellar & Sons Excavating Inc.
G-1406 S. Linden Rd.
Flint MI 48532

COVERAGES **CERTIFICATE NUMBER:** CL1832602682 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:	Y		S 2212985	04/10/2018	04/10/2019	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 15,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Employee Benefits	$ 1,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			S 2212985-BA	04/10/2018	04/10/2019	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$ 1,000
							PIP-Basic	$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $	Y		S 2212985-UMB	04/10/2018	04/10/2019	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		WC 9037056	04/10/2018	04/10/2019	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B	Pollution Liability			G2821635A001	04/10/2018	04/10/2019	Per Claim	1,000,000
							Aggergate	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Burton is an Additional Insured in regards to General Liability when required by written contract

CERTIFICATE HOLDER	CANCELLATION
City of Burton 4303 S Center Rd Burton MI 48519	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

Attachment: Zellar (3838 : Sewer Installer's License)

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Clerk's Office
Category: Water/Sewer
Prepared By: Bette Bigsby
Department Head: Bette Bigsby

J.14

AGENDA ITEM (ID # 3863)

DOC ID: 3863

Approve and authorize the request for Water/Sewer Installer's License for Blaze Contracting, Inc, 5640 St. Jean Street, Detroit, MI 48213

ATTACHMENTS:

- Blaze (PDF)
- Bond - Sewer Water Installer License (PDF)
- COI - Sewer Water Installer License (PDF)

City of Burton
4303 S. Center Rd.
Burton, MI 48519
www.burtonmi.gov

Application for Sewer & Water Installer License

Date: 5/31/18 **License Expiration:** ______

Name of Applicant: JEFF BAUMAN

Applicant Address: 8496 WOODRIDGE DR., DAVISON MI

Phone Number: (313) 400-5461 **Email:** JBAUMAN@BLAZECONTRACTING.NE

Name of Business: BLAZE CONTRACTING INC

Business Address: 5640 ST JEAN ST, DETROIT, MI 48213

Phone Number: (313) 361-1000 **Plumbing License #:** ______

LICENSE FEES	Amount	Proration	PAID
1. Sewer Installer Expires – March 31, _____	$100.00		✓
2. Water Installer Expires – March 31, _____	$100.00		✓

- Applicant must file a Performance Bond in the Amount of $10,000.
- Applicant must maintain insurance against liability in the amounts of $100,000 for injury to one person and $300,000 per occurrence, and against liability for property damage in the amount of $100,000.
- Each contractor shall maintain Workman's Compensation insurance covering all employees.

The undersigned hereby specifically agrees that any approval granted for license received after said approval is subject to revocation at any time by the Burton City Council, and that there shall be no liability on the part of the Burton City Council of the City of Burton, or any officers, members or employees of said units, because of any revocations and the granting of such approval of license does not create a vested right.

The undersigned hereby specifically agrees to abide by all provisions of Burton City Ordinance #112, adopted 8-4-69, effective 9-15-69, and all City Ordinances and Resolutions of the Burton City Council now in force or hereinafter adopted.

I, JEFF BAUMAN (applicant) being duly sworn, state that I have read the foregoing application and exhibits therein contained and attached, by me subscribe and knowingly made the foregoing answers, statements, and representations therein contained and that said statement representations are true.

THIS APPLICATION MUST BE SIGNED BEFORE A NOTARY: [signature]
Signature of Applicant

Subscribed and sworn before me a Notary Public in and for the County of WAYNE, State of Michigan this 31st day of May, 20 18.

MARIA A. SANTIAGO
Notary Public, State of Michigan
County of Wayne
My Commission Expires 06-07-2022
Acting in the County of WAYNE

[signature] M. A. Santiago
Notary Public

06-07-2022
Commission Expires

Y:\Documents\LICENSES\Applications\Sewer & Water Installer.docx

Attachment: Blaze (3863 : Water/Sewer Installer License)

CITY OF BURTON
4303 S. CENTER RD.
BURTON, MI 48519
Phone : 810-743-1500
WWW.BURTONMI.GOV

Received From:
BLAZE CONTRACTING INC

Date: 05/31/2018 Time: 1:32:11 PM
Receipt: 110561884
Cashier: 002
Workstation: Drawer: 1

ITEM REFERENCE	AMOUNT
LICENSE LICENSE FEES 1001-0000-450.0000	$200.00
TOTAL	$200.00
CHECK 45593	$200.00
Total Tendered:	$200.00
Change:	$0.00

BLAZE CONTRACTING, INC.
5640 SAINT JEAN
DETROIT, MICHIGAN 48213
313-361-1000

PNC BANK, N.A. 070
MICHIGAN
6-12/410

45593

DATE 5-31-2018

AMOUNT $*********200.00

PAY:
Pay: ************************************Two hundred dollars and no cents

TO THE
ORDER
OF:

City of Burton
4303 S. Center Rd.
Burton, MI 48519

VOID VOID VOID VOID VOID VOID VOID

⑈045593⑈ ⑆041000124⑆ 4234608439⑈

Bond No. 63670729

WATERMAIN INSTALLER'S BOND

KNOW ALL MEN BY THESE PRESENTS: That we, Blaze Contracting Inc ______________________________ of the City, Township, or Village of Detroit, State of Michigan, hereinafter called the Principal and WESTERN SURETY COMPANY, hereinafter called the Surety, a corporation organized under the laws of the State of South Dakota, with its home office in the City of Sioux Falls, in the said state are held an firmly bound unto the City of Burton, a Municipal Corporation of the State of Michigan, hereinafter called the Obligee, in the sum of Ten Thousand and no/100ths Dollars ($10,000.00), lawful money of the United States of America: for the payment whereof to the Obligee, the Principal/Principals bind (s) himself/themselves, his/their heirs, executors, administrator, successors and assigns, and the surety binds itself, its successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that WHEREAS, the above named Principal is about to engage in the business of installing and connecting watermain service leads and excavating for that purpose within the private property of the City of Burton in accordance with the provisions of Ordinance No. 59-C as amended, entitled, "An Ordinance licensing contractors for the installation and connection of watermain service leads within the City of Burton, connections thereto and use thereof: Providing penalties for violations, and providing for other related matters." Adopted April 2, 1979, and has made application for a license therefore as provided in said Ordinance during the period between ~~April 1~~ May 31st 2018 and March 31, 2019. Therefore, if the above named Principal shall well and faithfully comply with all the provisions of said Ordinance and those of all other Ordinances of the City of Burton relative to said business and shall save and keep harmless the said City of Burton from any and all claims or suits for damages resulting from any violation thereof by him or his employees in case such license is issued, then this obligation to be void; otherwise to remain in full force and effect.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 31st day of May, A.D., 2018.

Blaze Contracting Inc
Principal

By: ______________________
Frank Stachowski, President

WESTERN SURETY COMPANY
Surety

By: ______________________
(Attorney-in-fact)
Paul T. Bruflat, Vice President

(Power of Attorney with seal thereon, must be attached)

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls, State of South Dakota, its regularly elected Vice President, as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Watermain Installer City of Burton

bond with bond number 63670729

for Blaze Contracting Inc

as Principal in the penalty amount not to exceed: $ 10,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 31st day of May, 2018.

ATTEST

L. Nelson

L. Nelson, Assistant Secretary

WESTERN SURETY COMPANY

By Paul T. Bruflat

Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA } ss
COUNTY OF MINNEHAHA

On this 31st day of May, 2018, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Nelson who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.

J. MOHR
SEAL NOTARY PUBLIC SOUTH DAKOTA SEAL

My Commission Expires June 23, 2021

J. Mohr

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.

Form F1975-1-2016

Attachment: Bond - Sewer Water Installer License (3863 : Water/Sewer Installer License)

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (M
5/31/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THI CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIE BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZE REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject t the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to th certificate holder in lieu of such endorsement(s).

PRODUCER
VTC Insurance Group
Farmington Hills Office
37000 Grand River Ste 150
Farmington Hills MI 48335

CONTACT NAME: Marlene Miller
PHONE (A/C, No, Ext): (248)888-0371 FAX (A/C, No): (248)471-0641
E-MAIL ADDRESS: marlenemiller@vtcins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Amerisure Insurance Company	19488
INSURER B : Travelers Prop. Cas.Co. Of Ame	25674
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Blaze Contracting, Inc.
5640 St. Jean Street

Detroit MI 48213

COVERAGES CERTIFICATE NUMBER: 18/19 Liability REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,0
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ *1,000,0
	X Contractual Liability			CPP2080930	1/15/2018	1/15/2019	MED EXP (Any one person)	$ 15,0
	X XCU						PERSONAL & ADV INJURY	$ 1,000,0
	GEN'L AGGREGATE LIMIT APPLIES PER:			CPL2007667			GENERAL AGGREGATE	$ 2,000,0
	POLICY X PRO-JECT X LOC						PRODUCTS - COMP/OP AGG	$ 2,000,0
	X OTHER: Pollution			10,000,000 Agg/5,000,000			Employee Benefits	$ 1,000,0
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,0
	X ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS			CA2080929	1/15/2018	1/15/2019	BODILY INJURY (Per accident)	$
	X HIRED AUTOS / X NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
							Underinsured motorist	$ 1,000,0
A	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	$ 10,000,0
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 10,000,0
	DED X RETENTION $ 0			CU2080931	1/15/2018	1/15/2019		$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$ 1,000,0
	If yes, describe under DESCRIPTION OF OPERATIONS below			WC2080932	1/15/2018	1/15/2019	E.L. DISEASE - EA EMPLOYEE	$ 1,000,0
							E.L. DISEASE - POLICY LIMIT	$ 1,000,0
B	Inland Marine			6601J433217	1/15/2018	1/15/2019	Installation	$100,0
B	Excess			ZUP71M43051	1/15/2018	1/15/2019		$8,000,0

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Name of Project: Sewer & Water Installer License
Where required by written contract, City of Burton & Brinkmann Constructors are additional insured on tl General Liability policy with respect to liability arising out of ongoing and completed operations performed by the named insured. Amerisure will endeavor to mail 30 days written notice of cancellation to the certificate holder; however, failure to do so will impose no liability of any kind upon the insurer or its agents or representatives.

CERTIFICATE HOLDER

City of Burton
4303 S. Center Rd.
Burton, MI 48519

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFOR THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED I ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mark Provo/MEAA Mark A. Provo

COMMENTS/REMARKS

Carrier Code E: Nautilus Insurance Company / Pollution Liability / Policy Number CPLO200766701 / Effective 01-15-2016 to 01-15-2017 / General Aggregate Limit: $5,000,000 / Each Pollution Condition CPL Limit: $2,000,000. Deductible $10,000

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Department of Public Works
Category: Resolution
Prepared By: Amber Abbey
Department Head: Charles Abbey

AGENDA ITEM (ID # 3856)

DOC ID: 3856

Approve and Authorize an addition to the fee book for the updating and inclusion of fees for the plan reviews, testing, and permits for fire alarms and suppression systems contingent upon the second reading of ordinance Chapter 92

ATTACHMENTS:

- Fire Department.2018 (DOCX)

Fire Department

Fire Reports	$5.00
Site Plan Review	$75.00
Fire Inspection	$75.00

Fireworks Inspections will be based on State Law.

Burn Permits – No charge at this time

All cost recovery fees are charged per ordinance #93.

Plan Review – Fire alarms/Suppression Systems................................$75.00

Plan Review – New Suppression System
1 – 200 heads $200.00
201 – 500 heads $225.00
501 – 750 heads $250.00
$.20 per head over 750

Plan Review –
New Kitchen Suppression System..$200.00
Suppression System Modification..$200.00
Kitchen Suppression System Modification $200.00
All other types of Suppression Systems $200.00
New Fire Alarm System (per 10,000 square feet) $155.00
Fire Alarm system Modification...$155.00

Acceptance Testing –
Suppression System $75.00
Fire Alarm System $75.00
Fire Inspection – General Inspection $75.00

Permit –
Suppression System (Building/Kitchen)..$75.00
Permit – Fire Alarm System...$75.00

Execute an amended Defined Benefit Plan Adoption Agreement

Move to authorize the City to execute an amended Defined Benefit Plan Adoption Agreement for defined Benefit Division Numbers 02 and 20 which restores the City of Burton's maximum contribution to 35% of wages, as stated by Section 42.1 (D) of the Command collective bargaining agreement and Section 42.6 (D) of the Patrol collective bargaining agreement, for wages earned on or after July 1, 2018

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

SCHEDULED

Meeting: 06/04/18 07:00 PM
Department: Clerk's Office
Category: Budget
Prepared By: Bette Bigsby
Department Head: Bette Bigsby

AGENDA ITEM (ID # 3892)

DOC ID: 3892

Motion to reconsider Council action on agenda item #1.

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Department of Public Works
Category: Ordinance
Prepared By: Amber Abbey
Department Head: Charles Abbey

L.1

AGENDA ITEM (ID # 3805)

DOC ID: 3805

Approve and authorize Second Reading of an Ordinance 2018- - 51, an Ordinance TO AMEND CHAPTER 51, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO AMEND THE REFERENCE TO THE TABLE OF UNIT FACTORS.

HISTORY:

05/21/18 City Council CARRIED TO SECOND READING

ATTACHMENTS:

- Water Proposed Ord. revision (DOCX)

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO. 2018- -51

AN ORDINANCE TO AMEND CHAPTER 51, the COMPILED ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO AMEND THE REFERENCE TO THE TABLE OF UNIT FACTORS.

THE CITY OF BURTON ORDAINS:

SECTION I

Chapter 51 of the Code of ordinances of the City of Burton shall be amended the reference to the table of unit factors as follows:

§ 51.135 CONNECTION CHARGES.

(C) *Expansion*. The owner of any premises within the city who shall expand the use or change the nature of the use of any premises subsequent to the calculation and imposition of the initial connection charge as provided by this section, prior to the issuance of a building permit, if required, shall be assessed an additional connection charge in accordance with this ordinance, as amended, in the event it is determined that the expansion or change in use results in an increase of the premises' REU factor as expressed in the Table of Unit Factors as referenced in the City of Burton Fee Schedule book.

§ 51.137 UNIT CLASSIFICATION OF PREMISES.

(A) The number of units to be assigned to any particular premises used for any purpose or purposes shall be determined on the basis of the Table of Unit Factors as referenced in the City of Burton Fee Schedule book. If the circumstances justify, more than 1 unit may be assigned to a single-family dwelling. No less than 1 unit shall be assigned to each premises, but units in excess of 1 may be computed and assigned to the nearest whole unit. If subsequent changes in use of a premises increases or decreases the unit classification, the number of units assigned to the premises may be increased or decreased.

SECTION II

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

SECTION III

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

SECTION IV

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

SECTION V

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

CITY OF BURTON,

____
By: PAULA ZELENKO, MAYOR

____
By: BETTE BIGSBY, ACTING CLERK

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

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

ADOPTED

Meeting: 06/04/18 07:00 PM
Department: Department of Public Works
Category: Ordinance
Prepared By: Amber Abbey
Department Head: Charles Abbey

L.2

AGENDA ITEM (ID # 3806)

DOC ID: 3806

Approve and authorize Second Reading of an Ordinance 2018- - 52, an Ordinance TO AMEND CHAPTER 52, THE COMPILED ORDINANCE, OF THE CODE OF ORDINANCE OF THE CITY OF BURTON TO AMEND REFERENCE TO THE TABLE OF UNIT FACTORS AND TO REPEAL APPENDIX A USAGE TABLE FROM THE CODIFIED ORDINANCE.

HISTORY:

05/21/18 City Council CARRIED TO SECOND READING

ATTACHMENTS:

- Sewer Proposed Ord. revision (DOCX)

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO. 2018- -52

AN ORDINANCE TO AMEND CHAPTER 52, the COMPILED ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO AMEND THE REFERENCE TO THE TABLE OF UNIT FACTORS AND TO REPEAL APPENDIX A USAGE TABLE FROM THE CODIFIED ORDINANCE

THE CITY OF BURTON ORDAINS:

SECTION I

Chapter 52 of the Code of ordinances of the City of Burton shall be amended as follows:

§ 52.001 DEFINITIONS.

UNIT. The measure of potential sewage production which is equivalent to the quantity of sewage produced by or emanating from a single-family residence occupied by any average family. The number of ***UNITS*** assigned to premises of various types shall be as set forth in the Table of Unit Factors as referenced in the City of Burton Fee Schedule book.

§ 52.095 CONNECTION CHARGES ADOPTED.

(A) *Charge established.* Each user whose premises are hereafter connected directly to a public sanitary sewer shall pay to the city a connection charge as provided in this ordinance and based on the unit factors shown in the Table of Unit Factors as referenced in the City of Burton Fee Schedule book.

(B) (3) *Expansion or change of use prior to building permit.* The owner of any premises within the city who shall expand the use or change the nature of the use of any premises subsequent to the calculation and imposition of the initial connection charge as provided by this section, prior to the issuance of a building permit, if required, shall be assessed an additional connection charge in accordance with this section, as amended, in the event it is determined that the expansion or change in use results in an increase of the premises' REU factor as expressed in the Table of Unit Factors as referenced in the City of Burton Fee Schedule book.

SECTION II

Chapter 52 of the Code of ordinances of the City of Burton shall be amended by the removal of the following:

APPENDIX A: USAGE TABLE

SECTION III

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

SECTION IV

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

SECTION V

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

SECTION VI

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

CITY OF BURTON,

____

By: PAULA ZELENKO, MAYOR

____

By: BETTE BIGSBY, ACTING CLERK

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

ADOPTED

AGENDA ITEM (ID # 3807)

DOC ID: 3807

Approve and authorize Second Reading of an Ordinance 2018- - 92 TO AMEND CHAPTER 92, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO ALLOW PERMITTING AND INSPECTIONS FOR FIRE SUPPRESSION SYSTEMS AND FIRE ALARM SYSTEMS.

HISTORY:

05/21/18	**City Council**	**CARRIED TO SECOND READING**

ATTACHMENTS:

- Fire Ord change (DOCX)

CITY OF BURTON
GENESEE COUNTY, MICHIGAN

ORDINANCE NO 2018- -92

AN ORDINANCE TO AMEND CHAPTER 92, the, OF THE CODE OF ORDINANCES OF THE CITY OF BURTON TO ALLOW PERMITTING AND INSPECTIONS FOR FIRE SUPPRESSION SYSTEMS AND FIRE ALARM SYSTEMS

THE CITY OF BURTON ORDAINS:

SECTION I

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

§92.02 DEFINITIONS.

AUTOMATIC SUPPRESSION SYSTEMS. Any system designed to automatically extinguish or suppress a fire in a commercial building or kitchen through the use of water, chemicals, or a combination of both that is activated by heat or fire. Such systems shall meet the requirements of current standards issued by IFC, NFPA 13, NFPA 101, or any other applicable fire code or law.

FIRE ALARM SYSTEM. Any alarm system that is designed to activate upon activation of a fire suppression system, water movement through a fire suppression system, detection of heat, detection of smoke, or detection of fire in a commercial building or kitchen. Such systems shall meet the requirements of current standards issued by IFC, NFPA 72, NFPA 101, or any other applicable fire code or law.

SECTION II

Section 92.14 through 92.20 of Chapter 92 of the Code of Ordinances of the City of. Burton shall be amended by the addition of the following:

§ 92.14 INTERNATIONAL FIRE CODE ADOPTED; AMENDMENTS.

(A) The International Fire Code, 2003 Edition, is hereby adopted by reference.

(B) All subsequent amendments to the International Fire Code shall be deemed to be adopted and incorporated by reference and made a part hereof as if the amendments were in effect as of the effective date of this ordinance.

(C) All future editions of the International Fire Code shall be deemed to be adopted and incorporated by reference and made a part hereto as if the editions were in effect as of the effective date of this ordinance.

§ 92.15 NATIONAL LIFE SAFETY CODE ADOPTED.

(A) The National Fire Protection Association (NFPA) 101 Life Safety Code promulgated by the National Fire Protection Association, Inc., (February 11, 2000), is hereby adopted by reference.

(B) All subsequent amendments to the 101 Life Safety Code shall be deemed to be adopted and incorporated by reference and made a part hereof as if the amendments were in effect as of the effective date of this ordinance.

(C) All future editions of the 101 Life Safety Code shall be deemed to be adopted and incorporated by reference and made a part hereto as if the editions were in effect as of the effective date of this ordinance.

§ 92.16 AUTOMATIC SUPPRESSION SYSTEMS CODE ADOPTED.

(A) The National Fire Protection Association (NFPA) 13 Automatic Suppression Systems promulgated by the National Fire Protection Association, Inc., is hereby adopted by reference.

(B) All subsequent amendments to the 13 Automatic Suppression Systems shall be deemed to be adopted and incorporated by reference and made a part hereof as if the amendments were in effect as of the effective date of this ordinance.

(C) All future editions of the 13 Automatic Suppression Systems shall be deemed to be adopted and incorporated by reference and made a part hereto as if the editions were in effect as of the effective date of this ordinance.

§ 92.17 FIRE ALARM SYSTEMS CODE ADOPTED.

(A) The National Fire Protection Association (NFPA) 72 Fire Alarm Systems promulgated by the National Fire Protection Association, Inc., is hereby adopted by reference.

(B) All subsequent amendments to the 72 Fire Alarm Systems shall be deemed to be adopted and incorporated by reference and made a part hereof as if the amendments were in effect as of the effective date of this ordinance.

(C) All future editions of the 72 Fire Alarm Systems shall be deemed to be adopted and incorporated by reference and made a part hereto as if the editions were in effect as of the effective date of this ordinance.

§ 92.18 AUTOMATIC SUPPRESSION SYSTEMS PERMIT REQUIRED

It shall be unlawful for any person to install or modify an automatic suppression system, without first obtaining a Fire Permit from the Fire Chief of the Fire Department of the City of Burton. No permit shall be issued for installation or modification automatic suppression system until an application has been submitted in accordance with the provisions of this ordinance showing that the construction proposed is in compliance with the provisions of this ordinance, and with other applicable ordinances.

§ 92.19 FIRE ALARM SYSTEMS PERMIT REQUIRED

It shall be unlawful for any person to install or modify a fire alarm system, without first obtaining a Fire Permit from the Fire Chief of the Fire Department of the City of Burton. No permit shall be issued for installation or modification fire alarm system until an application has been submitted in accordance with the provisions of this ordinance showing that the construction proposed is in compliance with the provisions of this ordinance, and with other applicable ordinances.

§92.20 PERMIT, INSPECTION, AND TESTING FEES

Permit, inspection, and testing fees shall be established and may be amended from time to time by resolution of the City Council.

SECTION III

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

SECTION IV

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

SECTION V

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

CITY OF BURTON,

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By: PAULA ZELENKO, MAYOR

____
By: BETTY BIGSBY, ACTING CLERK

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