



CITY OF BURTON
BURTON CITY COUNCIL MEETING
MAY 30, 2018
AGENDA

Council Chambers

Special Meeting

6:15 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. ROLL CALL

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

D. 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.

E. COUNCIL ACTION

F. AGENDA ITEMS

1. Approve and authorize the following 2017-2018 budget amendment: Decrease 1001-1001-864.0000 Training-Council by \$5,000; Increase 1001-1001-818.0000 Contractual Services-Council by \$5,000.



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

Meeting: 05/30/18 06:15 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

F.1

SCHEDULED

AGENDA ITEM (ID # 3834)

DOC ID: 3834

Approve and authorize the following 2017-2018 budget amendment: Decrease 1001-1001-864.0000 Training-Council by \$5,000; Increase 1001-1001-818.0000 Contractual Services-Council by \$5,000.

ATTACHMENTS:

- BA 3834 (PDF)

INTEROFFICE MEMORANDUM

To: Mayor Paula Zelenko
From: Controller Karen Moffitt
Date: May 23, 2018

Re: Memo of Explanation for
City Council Meeting of 5/30/2018

Madam Mayor:

I am requesting that Council approve a budget amendment within the General Fund Budget as follows: Transfer \$5,000 from 1001-1001-864.0000 to 1001-1001-818.0000.

This transfer is to cover the cost of installation of a new auto mixer in Council Chambers. The cost includes programming, cabling and balancing of the system.

Attachment: BA 3834 (3834 : Budget Amendment (Budget #))

PERIOD ENDING 05/31/2018

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

GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BD
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 1001 - GENERAL FUND						
Revenues						
Dept 0000						
1001-0000-403.0000	CURRENT REAL/PERSONAL TAXES	2,135,300.00	2,046,434.26	0.00	88,865.74	95.8
1001-0000-404.0000	TAX CHARGEBACKS	(55,000.00)	11,273.61	0.00	(66,273.61)	(20.5
1001-0000-407.0000	DELINQUENT REAL TAXES	3,200.00	0.00	0.00	3,200.00	0.0
1001-0000-446.0000	INTEREST & PENALTIES ON TAXES	147,000.00	53,674.60	0.00	93,325.40	36.5
1001-0000-450.0000	ALL PERMITS & LICENSE FEES	4,000.00	6,160.00	400.00	(2,160.00)	154.0
1001-0000-453.0000	FRANCHISE FEES	475,000.00	325,548.91	87,270.35	149,451.09	68.5
1001-0000-454.0000	LEASE FEES	37,000.00	32,936.90	0.00	4,063.10	89.0
1001-0000-539.0002	GRANT REVENUE (STATE) - DNR GRANT	7,000.00	0.00	0.00	7,000.00	0.0
1001-0000-573.0000	LOC COMM STABILIZ SHR APPROP (STATE)	31,400.00	30,375.00	0.00	1,025.00	96.7
1001-0000-574.0000	STATE SHARED REVENUES	2,539,100.00	2,257,441.00	424,420.00	281,659.00	88.9
1001-0000-576.0000	LIQUOR FEES	18,100.00	18,909.55	0.00	(809.55)	104.4
1001-0000-608.0000	BOARD OF APPEALS	10,700.00	8,700.00	450.00	2,000.00	81.3
1001-0000-618.0000	ADMINISTRATION FEES-TAXES	273,000.00	257,134.97	0.00	15,865.03	94.1
1001-0000-619.0000	COLLECTION FEES-DOG LICENSE	0.00	16.00	0.00	(16.00)	100.0
1001-0000-622.0000	ZONING FEES	11,000.00	11,870.00	915.00	(870.00)	107.9
1001-0000-627.0000	COPY FEES	1,300.00	1,805.55	78.94	(505.55)	138.8
1001-0000-666.0000	INTEREST INCOME	15,000.00	17,979.46	0.00	(2,979.46)	119.8
1001-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	729.71	0.00	(729.71)	100.0
1001-0000-673.0000	SALE OF ASSETS	5,800.00	16,180.00	0.00	(10,380.00)	278.9
1001-0000-674.0000	PARKS AND REC DONATIONS	3,000.00	615.41	0.00	2,384.59	20.5
1001-0000-675.0000	REFUNDS & REBATES	14,000.00	7,673.03	0.00	6,326.97	54.8
1001-0000-678.0000	REIMBURSEMENT INCOME	20,000.00	1,638.40	0.00	18,361.60	8.1
1001-0000-690.2000	VETERAN'S HONOR RACE REVENUE	18,000.00	14,865.00	0.00	3,135.00	82.5
1001-0000-690.2001	BURTON MEMORIAL DAY RACE	17,000.00	5,654.00	1,441.00	11,346.00	33.2
1001-0000-690.2004	MOVIES REVENUE (P&R)	2,000.00	0.00	0.00	2,000.00	0.0
1001-0000-690.2005	PATRIOT DAY HERO RACE PROCEEDS	5,000.00	215.00	155.00	4,785.00	4.3
1001-0000-691.0653	MEMORIAL DAY PARADE DONATIONS	7,000.00	650.00	650.00	6,350.00	9.2
1001-0000-691.4001	TRANSFER FROM CAPITAL IMPROV.	20,000.00	0.00	0.00	20,000.00	0.0
1001-0000-694.0000	OTHER REVENUES	18,000.00	2,492.31	200.00	15,507.69	13.8
Total Dept 0000		5,782,900.00	5,130,972.67	515,980.29	651,927.33	88.7
TOTAL REVENUES		5,782,900.00	5,130,972.67	515,980.29	651,927.33	88.7
Expenditures						
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
1001-1001-808.0000	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
1001-1001-826.0000	LEGAL	90,000.00	87,050.36	12,506.33	2,949.64	96.7
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	2,784.12	0.00	2,215.88	55.6
1001-1001-910.0000	INSURANCE	105,000.00	84,303.87	0.00	20,696.13	80.29
1001-1001-956.0000	MISCELLANEOUS	500.00	99.98	0.00	400.02	20.00
1001-1001-956.0003	CITY COUNCIL NEWSLETTER	5,000.00	0.00	0.00	5,000.00	0.0

Packet Pg. 4

+5,000

-5,000

Attachment: BA 3834 : Budget Amendment (Budget #)

I.COMM

A SOUNDCOMM SYSTEMS COMPANY

I.COMM Custom Design Proposal

I.COMM is proud to present this proposal for The City of Burton.

This summary is intended to provide a simple and brief overview of our approach to the project and is supplemented with much more detailed information including a detailed narrative, scope definition, warranty and support details, and I.COMM's qualifications relative to this project along with other supporting documentation.

March 2, 2017**I.COMM Proposal # 5329**

Client

Project

City of Burton

City of Burton - Installation of A New Auto Mixer

4303 S. Center Rd.

Burton, MI 48519

Item	Description	All Prices USD Price
1	Installation of an BiAmp Tesira Forte AI AVB Audio DSP With A New Tesira EX-IN & A New Motu AVB Switch.	\$4,579.00

PROPOSAL TOTAL**\$4,579.00**

THIS PROPOSAL ASSUMES THE CLIENT IS TAX EXEMPT OR WILL SELF-PAY ANY APPLICABLE TAX
IF THIS PROJECT IS TAX EXEMPT CUSTOMER IS REQUIRED TO SUBMIT PROOF OF TAX EXEMPT STATUS

OPTIONS

Item	Description	Amount
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Payment Terms:

30% Down Payment due upon receipt of PO
60% Progress Billed Based on Implementation of System - Invoiced with Net30 Day Terms
10% Certification of System & System "Go-Live" - Invoiced with Net30 Day Terms

Proposal Originating Office

Proposal Created By:

I.COMM - Farmington Hills
24600 N. Industrial Dr.
Farmington Hills, MI 48335
248.871.0690

Joe Samborski
Account Executive
Jsamborski@ICOMMUSA.com
248.787.2317

This proposal is subject to I.COMM's Standard Terms & Conditions of Sale enclosed within this proposal and available online at <http://www.ICOMMusa.com/info/terms-conditions.asp>

DETROIT * CLEVELAND * PITTSBURGH * COLUMBUS * GRAND RAPIDS * CINCINNATI * FLINT * LANSING

For more information visit: icommusa.com

Proprietary & Confidential

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