



CITY OF BURTON

BUDGET MEETING

APRIL 29, 2015

MINUTES

Council Chambers

Budget Workshop

5:30 PM

**4303 S. CENTER ROAD
BURTON, MI 48519**

This meeting was opened by Councilman Vaughn Smith at 5:46 PM.

A. ROLL CALL

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

B. STAFF PRESENT

Paula Zelenko, Mayor
Ginger Burke-Miller, Controller
William Fowler, Assessor

Rik Hayman, Chief of Staff
Doug Bingaman, Treasurer
Teresa Karsney, Clerk

C. AUDIENCE PARTICIPATION

None

D. BUDGET DISCUSSION

Finance Chairman Smith opened the meeting in the absence of President Martinbianco. Mr. Smith asked the Mayor to go over the handouts on the employee information. Also he wanted to know how the Council felt about all the information and if they wanted to postpone the meeting until they had time to review the information.

Mayor Zelenko stated that one of the handouts provided the answers to Finance Chairman Smith's questions in the email he had sent her for the budget workshops. She had put together a narrative on where we have been in the last several years and where we are proposing to go employee-wise. Included in the package were all the positions, wages, overtime plus fringe benefits, hourly rate and W2 earnings. Also in the packet was the allocation showed how the employees salaries are spread. Included also the 5 year forecast for the Police Fund, Fire Fund and General Fund. Please note on the Police Fund there were additional changes related to the 5 year forecast that were related to the MERS Cost. Mrs. Burke-Miller explain that one because she is the one who has had the conversation with our MERS rep and why things have happened the way they happened. If you wanted to move forward in General Fund the Mayor and staff are prepared to do so. Ask us any questions you may have to understand the budget, we would be happy to get it for you.

Mr. Smith asked the rest of the Council what their thoughts were on moving forward with the items on the agenda.

Mr. Haskins felt he would be more comfortable going through the information and going through the budget. He would like the time to look at everything first. It would have been nice to have this information sooner so we could be prepared a little bit better for tonight's meeting.

Mr. Hatfield said he had also spent a lot of time going through the budget prior to this meeting trying to prepare but without the information we received tonight it was hard to understand the budget. This is a ton of information to look thru and this is the information he was looking for but he is not ready to move forward at this time.

Mayor Zelenko asked the Council if they wanted to go through one of the items together tonight to see if you have any questions.

Mr. Haskins stated it is self explanatory.

Mr. O'Keefe stated he needed time to review the information that was given to them tonight.

Mr. Smith said he would like to sit down and go thru the information given to him tonight. Consensus among the Council was to move the items on this agenda to the Budget Meeting on May 5, 2015.

1. Discussion on General Fund Revenue. Page 8
2. Discussion on Assessing Department Budget. Page 9
3. Discussion on Treasurer Department Budget. Page 9-10
4. Discussion on Controller Department Budget. Page 9
5. Discussion on Election Budget. Page 8-9
6. Discussion on Clerk Department Budget. Page 9
7. Discussion on Council Budget. Page 8
8. Discussion on City Hall Budget. Page 10
9. Discussion On Public Service Budget. Page 10
10. Discussion on Transfers Out Budget. Page 11
11. Discussion on Self-Insurance Budget. Page 55
12. Discussion on Mayor Department Budget. Page 8

Meeting was adjourned at 6:12 PM.



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.1

SCHEDULED

AGENDA ITEM (ID # 1503)

DOC ID: 1503

Discussion on General Fund Revenue. Page 8



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

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SCHEDULED

AGENDA ITEM (ID # 1504)

DOC ID: 1504

Discussion on Assessing Department Budget. Page 9



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.3

SCHEDULED

AGENDA ITEM (ID # 1505)

DOC ID: 1505

Discussion on Treasurer Department Budget. Page 9-10



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.4

SCHEDULED

AGENDA ITEM (ID # 1506)

DOC ID: 1506

Discussion on Controller Department Budget. Page 9



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.5

SCHEDULED

AGENDA ITEM (ID # 1507)

DOC ID: 1507

Discussion on Election Budget. Page 8-9



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

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SCHEDULED

AGENDA ITEM (ID # 1508)

DOC ID: 1508

Discussion on Clerk Department Budget. Page 9



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.7

SCHEDULED

AGENDA ITEM (ID # 1509)

DOC ID: 1509

Discussion on Council Budget. Page 8



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.8

SCHEDULED

AGENDA ITEM (ID # 1510)

DOC ID: 1510

Discussion on City Hall Budget. Page 10



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

D.9

SCHEDULED

AGENDA ITEM (ID # 1511)

DOC ID: 1511

Discussion On Public Service Budget. Page 10



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

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SCHEDULED

AGENDA ITEM (ID # 1512)

DOC ID: 1512

Discussion on Transfers Out Budget. Page 11



Budget
4303 S. Center Rd.
Burton, MI 48519

Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

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SCHEDULED

AGENDA ITEM (ID # 1513)

DOC ID: 1513

Discussion on Self-Insurance Budget. Page 55



Budget
4303 S. Center Rd.
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Meeting: 04/29/15 05:30 PM
Department: Clerk's Office
Category: Budget
Prepared By: Teresa M. Karsney
Department Head: Teresa M. Karsney

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SCHEDULED

AGENDA ITEM (ID # 1514)

DOC ID: 1514

Discussion on Mayor Department Budget. Page 8