



CITY OF BURTON
PUBLIC ACCESS COMMITTEE MEETING
AUGUST 15, 2016
MINUTES

Council Chambers **Special** **6:15 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Steven Hatfield at 6:15 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Ellen Ellenburg	Councilwoman	Present	
Vaughn Smith	Councilman	Present	
Steven Hatfield	Chairman	Present	

B. STAFF PRESENT

Mayor Paula Zelenko
Steven Phillips, I.T. Director
Teresa Karsney, Clerk

C. APPROVAL OF MINUTES

1. Public Access Committee - Special - Apr 27, 2016 2:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Ellen Ellenburg, Councilwoman
AYES:	Ellenburg, Smith, Hatfield

D. AUDIENCE PARTICIPATION

None.

E. COUNCIL DISCUSSION AND ACTION

1. Discussion on new website.

Mayor Zelenko introduced Steve Phillips, I.T. Director. She stated we have been working on the website and there are some new documents and forms that we would like to add.

Mr. Hatfield said we have had complaints that our website is hard to read with the color scheme that is there and some information was hard to find. We talked about making it easier for the citizens to contact the officials through the website. Our previous I.T. Director was concerned about putting the emails on the website. He thought we would get a lot of spam from this.

Mr. Smith said that some of the council members did not like the fireworks display on the website.

Mr. Phillips stated it is a concern. We can find a way for the citizens to leave comments or questions without putting emails on the website.

Mayor Zelenko said we get quite a few responses through the Citizens Tracker. This was set up through Revise and is another way to cut down on spam. I am not opposed to an email directory for each department head and maybe the assistant. However, there are some department heads that do not want their photo on the web page. The amount of spam that comes in on our server is pretty large. Also our own employees have been using our website to get to the ordinances.

2. Discussion on documents to be added to website.

Mr. Hatfield stated my goal is to cut down on the FOIA requests by having as much information on the website as possible and it would be nice to have the option to receive notifications from the website or texts to their phone. I would like to have the expenditure and revenue report added to the website. We would also like the content updated to include the labor contracts when they come in, and certain forms.

Mayor Zelenko said she would have that added.

Mrs. Ellenburg stated I would like to see more information on businesses and Chamber of Commerce contacts. This would help future residents and future business coming in to Burton.

3. Discussion on electronic communications.

Mayor Zelenko stated she would contact Revise to see if it is an option to be able to send out email or text notifications. I have been involved with the survey group with AARP and the Flint Water Crisis. We have found that the majority of our senior citizen population in Genesee County are not using technology. How do we stay in contact with the seniors possibly a quarterly newsletter mailed out to those who sign up for it. We can start by mailing it out to the people that are on the permanent absentee list and I will talk to the Senior Citizens Director about putting something in her newsletter.

Mrs. Ellenburg asked if a letter could be added into the water and sewer bill envelopes before being mailed out. I feel with today's phone technology we need to utilize the phone more. I am very proud that our city has moved forward with our technology. Having this committee and the things that the city has done will make it very transparent for the residents. It would be nice if our website could send out a message or notify residents if there was a problem such as an area that DPW was working on and the water was going to be shut off for a certain amount of time.

Mr. Hatfield said in an emergency situation like a water shut down we do have the capability to use reverse 911 and focus only on Burton to get the word out.

Meeting was adjourned at 7:02 PM.
