



CITY OF BURTON

CITY COUNCIL MEETING

JUNE 1, 2026

AGENDA

Council Chambers

Regular Meeting

7:00 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

B. Invocation

LED BY: Council President Greg Fenner

C. Pledge of Allegiance to the Flag of the United States of America

LED BY: Council President Greg Fenner

D. Roll Call

E. Approval of Agenda

1. Approve the agenda as presented.

F. Staff Present

G. Approval of Minutes

1. City Council Regular Meeting May 4, 2026, at 7:00 PM
City Council Budget Workshop May 5, 2026, at 6:00 PM
City Council Budget Workshop May 6, 2026, at 6:00 PM

H. Administrative Reports

I. Committee Reports

J. 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.

K. Council Discussion

L. Council Action

1. Approve and Authorize the payment of Attorney Billing (Odette) 5/14/26 to 5/27/26, invoice 1092 & 1093, in the amount of \$1,984.00.
2. Approve and authorize the Mayor and Clerk to execute a contract with Springline Excavating, LLC, Farmington Hills, MI for the Center Road Watermain Improvements 25-001-W in the amount of \$1,120,415.50.
3. Approve and Authorize the Mayor and Clerk to approve the contract with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108-2771. To provide as needed construction engineering for the Center Road Watermain upgrade project at a cost not to exceed \$144,520.00.

4. Approve and authorize the Mayor and Clerk to execute a contract with ROWE Professional Services Company for Design Engineering for SAD 26-009-P for gravel to asphalt paving of Sitka Street in the amount not to exceed \$42,500.00.
5. Approve the following budget amendment within the Rubbish Collection & Disposal Fund as follows; Increase 226-000-830.000 Garbage Collection to \$2,015,265.00.
6. Approve and Authorize the City of Burton Resolution 2026-09, a Resolution Approving all General Appropriation Funds for Fiscal Year 2026-2027.
7. Approve and authorize the City of Burton Budget Resolution 2026-08 for all General Appropriation Act Funds for the 2026-2027 fiscal year and that the City of Burton Budget be adopted on a departmental basis.

M. Meeting Adjournment

The next regularly scheduled meeting will be held on June 15, 2026 @ 7:00 PM.

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



CITY OF BURTON

CITY COUNCIL MEETING

MAY 4, 2026

MINUTES

Council Chambers

Regular Meeting

7:00 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

President Fenner called the meeting to order at 7:00 PM.

B. Invocation

LED BY: Councilman Steve Heffner

C. Pledge of Allegiance to the Flag of the United States of America

LED BY: Councilman Steve Heffner

D. Roll Call

E. Approval of Agenda

1. Approve the agenda as presented.

Motion by Council Member Miller, second by Council Member Conley, to Approve.
Voting Yes: Gregory Fenner, Candice Miller, Steven Heffner, Ellen Ellenburg, Kris Johns, Tina Conley, John Wright

Voting No: None

Motion Passed 7 - 0.

F. Staff Present

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Charles Abbey, DPW Director
Kirk Wilkinson, Fire Chief
Amanda Odette, City Attorney

G. Approval of Minutes

1. City Council Regular Meeting of April 20, 2026, at 7:00 PM.

Motion by Council Member Miller, second by City Council Member Wright, to Approve.
Voting Yes: Gregory Fenner, Candice Miller, Steven Heffner, Ellen Ellenburg, Kris Johns, Tina Conley, John Wright

Voting No: None

Motion Passed 7 - 0.

H. Administrative Reports

Mayor Haskins reported on the following:

Welcome, Mr. Wright. We are happy to have you. The Mayor's Day of Service on Saturday

was successful. We picked up about 300 bags of trash. Thank you to everyone who came out to volunteer. The Senior Center is getting a pop-up Farmer's Market beginning June 8th. It will be open on Mondays from 11:00 AM to 3:00 PM. Construction project updates: Buder and Homestead begins May 26th, and Genesee Road will begin on May 18th. At the Water and Waste meeting, we discussed the our I&I, and we have reduced it by over half.

I. Committee Reports

Mr. Johns stated that we are seeking volunteers to work at the Memorial Day Event. We are also looking for people who want to be involved in the parade. We hope you will come out on Memorial Day and enjoy all the events we have planned.

President Fenner announced the appointment of committees as follows:

Finance Committee, John Wright
Zoning Board of Appeals, John Wright
Finance Chairperson, Kris Johns

J. 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.

Patrick Dargel of 6119 Hugh Street spoke about the city inviting our High School graduates to participate in the Memorial Day parade.

Stanette Amy of 61280 Atherton Road in Burton spoke about an incident involving the police while visiting a nursing home to meet a client.

Dr. Melinda Benn of 6177 E. Bristol Road thanked the City Council for voting against renewing mosquito spraying and provided information about personal use of mosquito dunks and granules.

Rebecca Martin of 2039 Williamson expressed concern about the old Bourbon Street building. There are rats, homeless people, and a grease trap that has been sitting there for 10 years.

James Shustock of 1346 Howe Road spoke about mosquito spraying.

K. Council Discussion

Mr. Heffner stated that off of the expressway on I69 and Center Road, in the City of Flint, where the weeds are, there is a big tent city, and I am hoping the administration can help out.

Mayor Haskins stated I discussed this at the last meeting. MDOT is already working on getting that cleaned up.

Mr. Heffner stated that Bourbon Street came in front of the council a few years ago, and we gave him some time to make plans for the building. He hasn't abided by the terms we gave him. I would like the administration to look into this. I suggest we open the back door for our council meetings for handicap accessibility. The elevator at City Hall is not suitable for proper handicap access.

Mrs. Conley asked when Covert Road would be done.

Mayor Haskins stated I mentioned that at the last meeting. I don't have the dates with me tonight.

Mr. Johns thanked the mayor and Lyndi for the clean-up event on Saturday. I drove by shortly after the event, and the bags had already been removed. It was a nice day, and it was great to see the young people from Bentley and other volunteers making a positive contribution to our city.

Mr. Heffner stated I met with Kristy Spann, and she recently presented the idea of the Youth Advisory Committee to her board, as well as to Atherton and Bendle, and everyone is excited about it. Once I receive more information, I will bring it back to council.

Mayor Haskins stated I was able to get some information for Mrs. Conley about Covert Road. Notices were sent to residents on April 25th, and they are anticipating the project to start on May 8th, weather permitting.

Mr. Fenner stated I recently had a conversation with Mr. Abbey about Bourbon Street and the DPW is keenly aware of the issues there. We gave them a chance to fix it up and they haven't done it. We are going to do our best to take care of it.

Mr. Abbey stated I will send Code Enforcement there tomorrow. We are bringing it back to the council to ask for demolition. It's an eyesore to the community. The parking lot is destroyed, not to mention the other issues that were brought up tonight.

Mayor Haskins stated Mrs. Conley was correct. I didn't give dates for Covert Road at the last meeting. I apologize, and I am glad you asked, because I honestly thought I gave the dates.

L. Nominations for City Council Vice President

1. Election of City Council Vice President

Mr. Heffner nominated Tina Conley for Vice President, supported by Mrs. Miller.
Mr. Johns nominated Kris Johns for Vice President, supported by Mrs. Ellenburg.
Mrs. Ellenburg nominated Ellen Ellenburg for Vice President, supported by Mr. Heffner.

President Fenner asked for any further nominations. The vote result was as follows:

Mr. Heffner: Tina Conley
Mr. Wright: Tina Conley
Mr. Fenner: Ellen Ellenburg
Mrs. Miller: Tina Conley
Mr. Johns: Kris Johns
Mrs. Conley: Tina Conley
Mrs. Ellenburg: Ellen Ellenburg

Motion carried 4-3 for Tina Conley for City Council Vice President.

M. Council Action

1. Approve and authorize the payment of Attorney Billing (Odette) 4/16/26 to 4/28/26, invoices 1082 & 1083, in the amount of \$3,686.44.

Motion by Council Member Heffner, second by Council Member Miller, to Approve.
Voting Yes: Gregory Fenner, Candice Miller, Steven Heffner, Ellen Ellenburg, Kris
Johns, Tina Conley, John Wright
Voting No: None

Motion Passed 7 - 0.

N. Meeting Adjournment

The next regularly scheduled meeting will be held on May 18, 2026 @ 7:00 PM.

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

President Fenner adjourned the meeting at 7:26 PM.

[MIN_SIGNATURES]



CITY OF BURTON

CITY COUNCIL MEETING

MAY 5, 2026

MINUTES

Council Chambers

Budget Workshop

6:00 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

The Council President called the meeting to order at 6:00 PM.

B. Roll Call

Present: Council President Gregory Fenner, Council Member Candice Miller, Council Member Steven Heffner, Council Member Ellen Ellenburg, Council Member Kris Johns, Council Member Tina Conley, Council Member John Wright
Absent: None.

C. Staff Present

Duane Haskins, Mayor
Charles Abbey, DPW Director
Racheal Boggs, City Clerk
Brandy Ruth, Controller
Katie Malin, Benefits Rep.

D. Budget Discussion

1. Administration Overview of Proposed Budget

Council President Fenner stated at this time, I am going to turn this over to our new Finance Chair, Mr. Johns.

Mr. Johns stated thank you Council President, public and staff in attendance tonight. If we could lead off by having the Mayor go over the administrative overview of the proposed budget.

Mayor Haskins stated I will keep this short and turn it over to the controller so that we can get started moving in the direction you all see fit and continue on.

Mrs. Ruth stated, okay for an administrative overview of the budget, things that you will notice throughout are wage increases at 4% as contractually negotiated. We did have a significant increase in health care costs. We received a health insurance increase estimated at around 18%. We do have a few capital asset requests, such as security upgrades for the Clerk's office and DPW that will be carried forward without any additional funding for those. We also have a new request from the assessor's office for a new vehicle. We are in need of two additional police vehicles, in need of replacing a sewer truck and a one-ton utility truck with a bucket. Once you have finished reviewing, we can return to the general operating fund, which will be page #1.

2. MERS- Actuarial Update

3. Health Care
4. Supplemental Info- Fund Balance Comp & Debt Service
5. General Funds Departments

Mrs. Ruth stated at the top, you will see the revenue section for the general operating fund. We are looking at approximately a 1.6 percent increase. Moving on from there, you will see the council's budget. That budget has increased significantly due to our property and liability insurance. Are there any questions about the council's budget?

Mr. Heffner stated the training funds have stayed the same at \$15,000. We have a lot of new people and I see a lot of training in our future. I think we need to bump that up to at least \$20,000 — \$25,000.

Mrs. Ellenburg stated, just to add to that, I know that when I was here nine years ago it was \$20,000, and I agree. I think you only get better as you educate yourself. I feel that education is one of the things that makes our city better, and we are able to come up with new ideas.

Mayor Haskins stated no doubt in our minds at all, but when the budget was put together it follows the trends that we have spent, so I agree with that 100%. We were just not exactly sure what number you would want in there. The money is there, we just have to add it in.

Mr. Heffner stated even if we do not use it all, it just goes back into general funds, correct?

Mayor Haskins agreed and asked if \$25,000 was the amount they wanted for the training funds.

Discussion about putting the training funds for city council at \$25,000 and all agree that is what they would like it to be at.

Mr. Johns stated yes, the recommendation is for it to be \$25,000.

Mrs. Ruth stated we will put that at \$25,000 for you.

Mrs. Ellenburg asked why the insurance jumped up?

Mayor Haskins stated that it is my understanding that it was done off a 30-year evaluation. We looked into it further regarding the prices, and we could not even come close. I think when your municipality is doing better, they look at that as well, but there was really no great explanation other than everything is going up. I have talked to other municipalities, and they all have the same issue with the insurance premiums going up.

Mr. Heffner requested to add a line item of \$10,000 to the council budget for the Burton Youth Advisory Council and if we do not end up doing it, then it will just fall back into general funds. If we are going to do it, then now is the time to really talk about it.

Mrs. Ellenburg stated I reached out to MSU extension, and they already have this type of program that goes around the county. We pay a mileage to MSU. It was just increased

last year for this same type of work, so my thought is, why reinvent the wheel, why invest \$10,000 when they offer it for free?

Discussion about the MSU extension program and whether they wanted to add the line item ensued. Council had a vote between themselves with 5 yes votes and 2 no votes.

Mrs. Ruth stated that since you made that decision, I can add that additional line item of \$10,000 that can be used or not utilized and go back into the general fund from the balance.

Mrs. Ruth stated in the Mayor's budget, you can see that there was a 4% wage increase there. The controller's budget had a 2.3% increase. The clerk's budget as a whole went down 6.6%. You will see in the treasurer's budget a 17.3% increase. The thing to note about that budget is that they are asking for a new line item of \$2,500 to move forward with striking delinquent personal property taxes with court costs. For the assessor's budget, you can see a 6% increase there. The election budget has a 29.8% increase due to the replacement of outstanding voting equipment as required by the state of Michigan. Our clerk is here to speak about it if you need additional details from her.

Mr. Johns stated, Madam Clerk, if you could please go into an overview of the purchase and the general details.

Mrs. Boggs stated that our election equipment has a 10-year life cycle, and we are approaching the end of the 10 years with Hart, which is the current vendor that provides our election equipment. The county is currently reviewing equipment with other municipal clerks, myself included, reviewing other vendors, the current vendor, comparing prices to see what would be the best fit for everyone. Soon we will have accepted a bid on that, and we are estimating those costs to go up dramatically. Right now, for a standard voter tabulator, it is \$5,000. The newer equipment is going to run around \$15,000. The good news is we consolidated our voting precincts earlier this year from 12 precincts to 7 precincts, so that is a substantial cost savings. We need 13 pieces of equipment roughly at a cost of around \$15,000. We are looking for at least \$180,000, which is why we have a line item of \$180,000 for new equipment. I do not know when we will be required to purchase that equipment yet. And we may be able to do some from this budget and some from the next budget. I will not know the details of that, unfortunately, until after the budget time. So I will keep you and the Mayor updated as I get information about that and let you know if there is anything else.

Discussion ensued about the different vendors that could be used and the voting equipment.

Mrs. Ruth stated that for the City Hall's budget there is a 5.75% increase, no significant changes there.

Discussion ensued about City Hall's budget and possibly canceling a contract with ERCLED program.

Mrs. Ruth stated, moving on to public service, you will see that there is a 2% increase and that is for the drains at large and our street lighting. As I am sure you're all aware that consumer costs are going up exponentially, so street lighting costs did take a hit this year because of that increase.

Mrs. Ellenburg stated, I see under public service, mosquito abatement. Given the fact

that it was voted down, will it be taken off of there?

Mayor Haskins stated that this budget proposal was put in place prior to it being voted down for renewal. The money is still there. If you guys say take it out, we can. If not, it will still be there if needed.

Discussion about the mosquito abatement program, what was treated and if they thought it was beneficial. The Council made the decision to remove it.

Mr. Heffner asked how many city employees do we have working for the city?

Mrs. Ruth stated we have 132, including everyone from all departments.

Mr. Heffner stated, I would like to give \$250.00 to each employee that works for the city as a tip, not a bonus, in honor of America's 250th anniversary. By making it a tip, they will not have to pay taxes on it and, by my calculations, it would cost us \$33,000. I think it would be a nice gesture to show our appreciation to all their hard work and dedication to the city.

Discussion about the legalities of being able to tip every employee ensued.

Mr. Johns stated, please go ahead and move forward with asking the auditors about the legality of this question around the tips.

6. Parks and Rec and Race Events

Mrs. Ruth stated, for the Planning and Zoning, you will see that the budget has decreased since last year. Parks and Recreation, you will see an increase there associated with the park improvements and expansion.

Discussion about holiday decorations on Center Road.

Mr. Johns stated, for the Parks and Rec community events, I know Director Roe is in attendance and a lot of great work is being done on planning. I would like to ask council to consider an increase of a bare minimum of \$10,000, so that we can give Director Roe the opportunity to continue to plan additional events.

Discussion ensued about community events and what the extra funds for that program would be used for and how it would help the community currently and in the future.

The Council agreed to bring it up to \$10,000 for Parks and Recreation funds if needed.

Discussion about acquiring the new property, including maintenance of the grounds and expansions on Parks and Rec.

Mr. Johns stated that the Council requested to change the line item for maintenance of grounds from \$15,000 to \$50,000.

Mrs. Ruth stated, moving on to the Burton Youth League, we are in our second year now of the City of Burton maintaining the fields for the baseball diamonds over there. And as you can see, we have continued to budget a little higher on our expeditors in order to cover these additional costs.

Discussion about maintaining the baseball fields and baseball equipment for the league.

Mrs. Ruth stated next we have Veterans Memorial Park fund. We only continue to budget approximately \$100.00 in expenditures for that due to the fact that we only do improvements to that park, regular maintenance and mowing are not included for that park. Next is the Memorial Day Race fund, the Veterans Honor Run and the Burton Race Series. These are all self-sustained budgets.

Mayor Haskins stated that we have no more wall space for names at the Veterans Memorial. Just so you're aware, we are in need of a new wall, we need to add on, we need to do something to the Veterans Memorial. This year we are adding red stone instead of mulch that was donated by Elga Credit Union, so thank you to all the people over there. I know it is costly, and we have a lot on our plates right now, but we are going to have to do something to get funds for it, maybe even a fundraiser of some kind so that we can preserve the Veterans Memorial and the legacy of Burton.

E. Meeting Adjournment

The meeting was adjourned at 7:35 PM.

[MIN_SIGNATURES]



CITY OF BURTON

CITY COUNCIL MEETING

MAY 6, 2026

MINUTES

Council Chambers

Budget Workshop

6:00 PM

**4303 S. Center Road
Burton, MI 48519**

A. Call To Order

President Fenner called the meeting to order at 6:00 PM and turned the meeting over to Finance Chair, Councilman Kris Johns.

B. Roll Call

Present: Council President Gregory Fenner, Council Member Candice Miller, Council Member Steven Heffner, Council Member Ellen Ellenburg, City Council Member Kris Johns, Council Member Tina Conley, City Council Member John Wright

Absent: None

C. Staff Present

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Brandy Ruth, Controller
Brian Ross, Police Chief
Kirk Wilkinson, Fire Chief

D. Budget Discussion

1. Police Department & Capital Improvements

Mr. Johns thanked everyone for attending and stated that tonight we will be discussing the Police and Fire Departments and related capital improvements. He deferred to City Controller, Brany Ruth.

Mrs. Ruth stated turn to page 12 in your budget books. You'll notice an increase on the revenue side due to the State Crime Intervention Program. We had originally budgeted \$200,000 in the shared revenue line item, and I am happy to report that we are receiving our first deposit tomorrow of \$237,431.

Mr. Wright asked about a new line item for SRO Officers.

Mrs. Ruth stated that effective this year, we have three new School Resource Officers at each of our Burton Schools. This is the revenue line for funds coming in, and it is self-supporting. Wages are down below in appropriations. Under the expenditures, there is an increase in administrative salaries due to a potential Deputy Police Chief position. Outside of that, you'll see a 4% increase in wages and 18% in fringe benefits. Page 13, under the equipment line, they are budgeting for 10 new tasers as well as crime scene reconstruction equipment. We are also budgeting for the replacement of two police Tahoes for \$140,000.

Mr. Fenner asked if that is what we approved for capital improvements.

Ms. Ruth said that is correct.

Mr. Fenner asked for clarification on the Deputy Chief position.

Mayor Haskins stated it is a grant.

Mr. Heffner asked if this was a long-term grant or one-time funding.

Chief Ross stated that this is every year. It was from a house bill that set markers, and we have to reduce violent crime by 5% every year to keep it funded at this amount.

Discussion continued about the Deputy Chief position, the scope of the role, and training.

Mrs. Ellenburg asked about sign-on and retention bonuses within the department.

Chief Ross stated the sign-on bonus is \$15,000, \$5,000 per year for three years. The retention bonus is \$5,000 with \$2,500 paid out every year and \$2,500 is set aside, and if they stay for 10 years, they get the full amount.

Discussion about motor pool being separate from police vehicles.

Mr. Wright stated that we have \$1.2 million in expenditures that we have to pull out of the fund balance. Is that sustainable over the next few years?

Mayor Haskins stated we have forecasted and when I took over as mayor, we were already supposed to be into the general fund balance by close to \$4 million. Hopefully, sustainability will come into play around 2033. This is when we anticipate MERS being fully funded.

Discussion ensued related to staffing.

Mrs. Ruth stated on page 14, if you recall, in the current budget year, we budgeted for drone equipment. We have purchased two drones. Due to the additional funding in the State Drug Law Enforcement, we plan to purchase a third drone in the next fiscal year.

Discussion ensued about drone training, where it is budgeted, and potential grants for drones.

Mrs. Ruth stated on page 15 that we have the Federal Drug Law Enforcement fund. We are looking to purchase drug investigative equipment. On page 16, the K9 fund, you will see donations for new police dogs. The costs for the K9's on staff, such as vet bills, are paid under contractual services in the police fund.

Mr. Heffner stated, I don't believe the Police Department should have to seek donations for K9's. These are tools of the department, like ammunition and vehicle tires.

Chief Ross stated that we used to run solely on donations for this, but last year, we put it in the actual budget, which has helped out a lot.

Mrs. Ruth stated on page 17, we have the Police and Fire Sculpture fund. The majority of

that project looks to be completed before June 30th of this year, and we are budgeting into 2026-27 for the finishing of the project for \$27,835. On page 18 is the Opioid Settlement Fund. We receive revenues from the state designated only for remediation efforts.

Mr. Johns asked in other communities how these dollars would be used, in your experience.

Chief Ross stated it can be used in different ways, but we could do preventative and investigative things, such as testing drugs.

Mayor Haskins stated this is such a small amount, we are waiting for the money to accumulate before we put it to use.

Discussion on where the money comes from, how the amount is determined, and the idea of having the SRO's provide education in the schools.

2. Fire Department & Capital Improvements

On page 19, the only change in revenue is the general fund transfer. We went from \$1.3 million to \$800,000. Other than that, the revenue did grow. In expenditures, Part-time Firemen Salaries increased due to the number of fire calls and staff on scene. We are asking for a new Chevy Tahoe for the Deputy Fire Chief for \$78,000. One of our debts was paid off for the SCBA loan, so that has decreased.

Mr. Fenner asked about the replacement truck and the condition of the old one.

Chief Wilkinson stated it is a 2015 Chevy Tahoe with 150,000 miles, and it is rusting out.

Mrs. Ruth stated that the service cost for maintenance and repair has exceeded the value of the vehicle to continue making repairs going forward.

Discussion related to handing down vehicles and emergency service-rated vehicles.

Mrs. Ruth stated on page 21, the Fire Capital Projects fund. We are putting in an additional \$100,000 to build a savings for the next fire truck purchase.

Mr. Heffner asked if we have trucks that we have ordered but are still waiting for.

Chief Wilkinson said yes. We have one that we anticipate getting in early 2028.

Mr. Wright asked if we had looked into the FEMA grants for fire rescue.

Chief Wilkinson said yes, every year.

Mayor Haskins stated the problem is that we are in the middle. We are not completely broke, we are not a metropolitan city, and we are not rural enough to get grants. We are seeking help from our elected leaders to change this.

Mr. Heffner asked if there were any safety needs or concerns. Anything on your wishlist?

Chief Wilkinson stated that we are operating very safely. I have a PPE grant in process right now, but it has been stalled due to shutdowns.

E. Meeting Adjournment

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

Finance Chairman Kris Johns adjourned the meeting at 6:37 PM.

[MIN_SIGNATURES]



Stantec Consulting Michigan Inc.
1168 Oak Valley Drive, Suite 100, Ann Arbor MI 48108

May 26, 2026
File: 2075108920

Attention: Honorable Duane Haskins
City of Burton Mayor
4303 S. Center Road
Burton, MI 48519

Dear Mayor Haskins,

Reference: Burton Center Road Water Main Improvements – Phase 1 – Bid Review

Pursuant to your direction, bids for the above-referenced project were received at City Hall on May 22, 2026, where they were opened and read aloud at 10:00 AM. A total of four bids were received, ranging from a low bid in the amount of \$1,120,415.50 for the base bid with allowances, submitted by Springline Excavating LLC. (Springline) of Farmington Hills, Michigan to a high bid in the amount of \$1,838,823.72 for the base bid with allowances, submitted by L.A. Construction Corporation (L.A.) of Flint, Michigan. A bid tabulation has been enclosed summarizing all of the bids that were received for the project. Please note there was an adding error on L.A.'s submittal but the results did not impact the lowest bid amount.

Stantec has reviewed Springline's references and completed work list and verified their experience on similar projects. Based on our review of the provided references, and their previous experience, we believe that Springline has the ability to perform the work satisfactorily on this project. Springline is therefore deemed the lowest responsive, responsible bidder for the above referenced project in the amount of ONE MILLION, ONE HUNDRED TWENTY THOUSAND, FOUR HUNDRED FIFTEEN and 50/100 Dollars (\$1,120,415.50).

Should the City choose to award a contract to Springline, we would be pleased to prepare the contracts for execution, obtain the required bonds and insurance, and schedule a preconstruction meeting to initiate this project. We would like to thank you for this opportunity to provide services for the City and we look forward to continuing this relationship in the future.

Regards,

Stantec Consulting Michigan Inc.

Shagha Yaghmaie PE
Civil Engineer
Cell: 947-216-7757
shaghayegh.yaghmaie@Stantec.com

Spencer Cain PE
Principal
Cell: 734-546-6694
Spencer.Cain@Stantec.com

Attachment: Bid Tabulation

c. Amber Abbey, Deputy DPW Director

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Bid Tabulation for the
Center Road Water Main Improvements - Phase 1
for City of Burton

Bid Date: Friday, May 22, 2026

2075108920



CONTRACTOR:				SPRINGLINE EXCAVATING LLC 32945 Folsom Road Farmington Hills, MI 48336		L.A. CONSTRUCTION CORP. 3453 N. Linden Road Flint, MI 48504		CHAMPAGNE & MARX EXC. 1445 Liberty Road Saginaw, MI 48604		ZITO CONSTRUCTION CO 8033 Fenton Road Grand Blanc, MI 48439	
Item No.	Item Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	General Conditions and Mobilization (5% Max)	1	LS	\$ 55,000.00	\$ 55,000.00	\$ 93,000.00	\$ 93,000.00	\$ 70,000.00	\$ 70,000.00	\$ 50,000.00	\$ 50,000.00
2	Utility Exploration and Coordination (3% Max)	1	LS	\$ 33,000.00	\$ 33,000.00	\$ 54,000.00	\$ 54,000.00	\$ 16,000.00	\$ 16,000.00	\$ 35,000.00	\$ 35,000.00
3	Traffic Control and Maintenance (4% Max)	1	LS	\$ 44,000.00	\$ 44,000.00	\$ 70,000.00	\$ 70,000.00	\$ 56,000.00	\$ 56,000.00	\$ 47,000.00	\$ 47,000.00
4	Audio/Video Route Survey (0.5% Max)	1	LS	\$ 5,500.00	\$ 5,500.00	\$ 9,000.00	\$ 9,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
100	Inlet Filter	5	EA	\$ 200.00	\$ 1,000.00	\$ 115.00	\$ 575.00	\$ 152.00	\$ 760.00	\$ 150.00	\$ 750.00
101	Remove and Replace Mailbox Post	2	EA	\$ 365.00	\$ 730.00	\$ 345.00	\$ 690.00	\$ 600.00	\$ 1,200.00	\$ 150.00	\$ 300.00
102	Remove and Replace Sign Post	3	EA	\$ 305.00	\$ 915.00	\$ 194.75	\$ 584.25	\$ 400.00	\$ 1,200.00	\$ 150.00	\$ 450.00
103	Remove and Replace Fence	35	FT	\$ 50.00	\$ 1,750.00	\$ 374.13	\$ 13,094.55	\$ 140.00	\$ 4,900.00	\$ 360.00	\$ 12,600.00
200	Remove and Replace Storm Sewer and Connect to Existing Pipe or Structure – SDR 26 PVC, 8-inch	10	FT	\$ 200.00	\$ 2,000.00	\$ 148.76	\$ 1,487.60	\$ 500.00	\$ 5,000.00	\$ 205.00	\$ 2,050.00
201	Remove and Replace Storm Sewer and Connect to Existing Pipe or Structure - RCP C76 CL-IV, 12-inch	20	LF	\$ 200.00	\$ 4,000.00	\$ 249.31	\$ 4,986.20	\$ 140.00	\$ 2,800.00	\$ 215.00	\$ 4,300.00
202	Remove and Replace Storm Sewer Inlet or Manhole, Precast 48-inch	3	EA	\$ 3,900.00	\$ 11,700.00	\$ 4,467.19	\$ 13,401.57	\$ 6,000.00	\$ 18,000.00	\$ 5,500.00	\$ 16,500.00
203	Adjust Structure	8	EA	\$ 1,950.00	\$ 15,600.00	\$ 1,520.94	\$ 12,167.52	\$ 1,250.00	\$ 10,000.00	\$ 1,500.00	\$ 12,000.00
300	Abandon Water Main with Pressure Grout, 6-inch to 16-inch	1,926	FT	\$ 20.00	\$ 38,520.00	\$ 59.89	\$ 115,348.14	\$ 10.00	\$ 19,260.00	\$ 9.50	\$ 18,297.00
301	Remove and Dispose Existing Water Main or Service, All Sizes	80	FT	\$ 42.00	\$ 3,360.00	\$ 103.50	\$ 8,280.00	\$ 70.00	\$ 5,600.00	\$ 20.00	\$ 1,600.00
302	Abandon Existing Gate Valve and Well	4	EA	\$ 1,250.00	\$ 5,000.00	\$ 1,150.00	\$ 4,600.00	\$ 1,000.00	\$ 4,000.00	\$ 650.00	\$ 2,600.00
303	Remove Existing Gate Valve and Box	2	EA	\$ 1,250.00	\$ 2,500.00	\$ 1,725.00	\$ 3,450.00	\$ 1,100.00	\$ 2,200.00	\$ 500.00	\$ 1,000.00
304	Remove Existing Fire Hydrant Assembly	3	EA	\$ 1,250.00	\$ 3,750.00	\$ 2,875.00	\$ 8,625.00	\$ 1,000.00	\$ 3,000.00	\$ 500.00	\$ 1,500.00
305	Connect to Existing Water Main Via Mechanical Joint	3	EA	\$ 8,000.00	\$ 24,000.00	\$ 5,592.59	\$ 16,777.77	\$ 16,000.00	\$ 48,000.00	\$ 6,100.00	\$ 18,300.00
306	16-inch Water Main by Open Cut, Ductile Iron CL54	10	FT	\$ 900.00	\$ 9,000.00	\$ 586.61	\$ 5,866.10	\$ 575.00	\$ 5,750.00	\$ 285.00	\$ 2,850.00
307	12-inch Ductile Iron CL54 Water Main and Steel Casing, Jack and Bore	150	FT	\$ 980.00	\$ 147,000.00	\$ 995.13	\$ 149,269.50	\$ 1,500.00	\$ 225,000.00	\$ 1,200.00	\$ 180,000.00
308	12-inch Water Main by Open Cut, Ductile Iron CL54	1,103	LF	\$ 252.00	\$ 277,956.00	\$ 204.90	\$ 226,004.70	\$ 350.00	\$ 386,050.00	\$ 305.00	\$ 336,415.00

CONTRACTOR:				SPRINGLINE EXCAVATING LLC 32945 Folsom Road Farmington Hills, MI 48336		L.A. CONSTRUCTION CORP. 3453 N. Linden Road Flint, MI 48504		CHAMPAGNE & MARX EXC. 1445 Liberty Road Saginaw, MI 48604		ZITO CONSTRUCTION CO 8033 Fenton Road Grand Blanc, MI 48439	
Item No.	Item Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
309	8-inch Water Main by Open Cut, Ductile Iron CL54	23	LF	\$ 245.00	\$ 5,635.00	\$ 238.36	\$ 5,482.28	\$ 300.00	\$ 6,900.00	\$ 270.00	\$ 6,210.00
310	6-inch Water Main by Open Cut, Ductile Iron CL54	45	LF	\$ 245.00	\$ 11,025.00	\$ 144.04	\$ 6,481.80	\$ 160.00	\$ 7,200.00	\$ 185.00	\$ 8,325.00
311	Fire Hydrant Assembly, 6-inch	4	EA	\$ 6,800.00	\$ 27,200.00	\$ 5,399.19	\$ 21,596.76	\$ 14,500.00	\$ 58,000.00	\$ 9,800.00	\$ 39,200.00
312	16-inch Gate Valve and Well, Cut in Existing Water Main	1	EA	\$ 21,600.00	\$ 21,600.00	\$ 28,955.98	\$ 28,955.98	\$ 34,000.00	\$ 34,000.00	\$ 52,500.00	\$ 52,500.00
313	12-inch Gate Valve and Well	3	EA	\$ 9,000.00	\$ 27,000.00	\$ 13,590.33	\$ 40,770.99	\$ 16,200.00	\$ 48,600.00	\$ 13,000.00	\$ 39,000.00
314	12-inch Gate Valve and Box	2	EA	\$ 4,800.00	\$ 9,600.00	\$ 3,241.05	\$ 6,482.10	\$ 7,000.00	\$ 14,000.00	\$ 4,900.00	\$ 9,800.00
315	8-inch Gate Valve and Box	1	EA	\$ 3,200.00	\$ 3,200.00	\$ 2,306.25	\$ 2,306.25	\$ 4,200.00	\$ 4,200.00	\$ 3,500.00	\$ 3,500.00
316	1-inch Water Service Lead Replacement with Stop Box, Type K Copper, Short	3	EA	\$ 4,680.00	\$ 14,040.00	\$ 1,801.95	\$ 5,405.85	\$ 4,000.00	\$ 12,000.00	\$ 2,700.00	\$ 8,100.00
317	1-inch Water Service Lead Replacement with Stop Box, Type K Copper, Long	470	FT	\$ 60.00	\$ 28,200.00	\$ 1,207.03	\$ 567,304.10	\$ 168.00	\$ 78,960.00	\$ 37.50	\$ 17,625.00
318	Cut and Cap Existing Water Main	1	EA	\$ 1,200.00	\$ 1,200.00	\$ 5,731.78	\$ 5,731.78	\$ 4,200.00	\$ 4,200.00	\$ 1,150.00	\$ 1,150.00
400	Remove and Replace HMA Road Pavement	1,443	SYD	\$ 87.00	\$ 125,541.00	\$ 102.23	\$ 147,517.89	\$ 102.00	\$ 147,186.00	\$ 106.00	\$ 152,958.00
401	Mill and Replace HMA Top Course Road Pavement	1,231	SYD	\$ 30.00	\$ 36,930.00	\$ 58.66	\$ 72,210.46	\$ 30.00	\$ 36,930.00	\$ 37.00	\$ 45,547.00
402	Remove and Replace Concrete Drive Pavement, 6-inch	121	SYD	\$ 128.00	\$ 15,488.00	\$ 77.23	\$ 9,344.83	\$ 106.00	\$ 12,826.00	\$ 115.00	\$ 13,915.00
403	Remove and Replace Sidewalk, 4-inch	369	SF	\$ 14.00	\$ 5,166.00	\$ 27.55	\$ 10,165.95	\$ 12.00	\$ 4,428.00	\$ 11.00	\$ 4,059.00
404	Remove and Replace Concrete Curb and Gutter. DET F4 and L	851	FT	\$ 53.00	\$ 45,103.00	\$ 44.68	\$ 38,022.68	\$ 50.00	\$ 42,550.00	\$ 52.00	\$ 44,252.00
405	Remove and Replace Concrete Curb and Gutter, DET M	317	FT	\$ 53.00	\$ 16,801.00	\$ 45.70	\$ 14,486.90	\$ 52.00	\$ 16,484.00	\$ 52.00	\$ 16,484.00
406	Pavement Marking, Polyurea, Yellow and White	2,614	FT	\$ 1.75	\$ 4,574.50	\$ 1.89	\$ 4,940.46	\$ 2.50	\$ 6,535.00	\$ 2.00	\$ 5,228.00
407	Remove and Replace HMA Drive Pavement	79	SYD	\$ 89.00	\$ 7,031.00	\$ 66.84	\$ 5,280.36	\$ 112.00	\$ 8,848.00	\$ 180.00	\$ 14,220.00
408	Remove and Replace Concrete Ramp Opening	40	SF	\$ 20.00	\$ 800.00	\$ 41.96	\$ 1,678.40	\$ 30.00	\$ 1,200.00	\$ 65.00	\$ 2,600.00
450	Restoration	1	LS	\$ 13,000.00	\$ 13,000.00	\$ 18,450.00	\$ 18,450.00	\$ 34,000.00	\$ 34,000.00	\$ 16,000.00	\$ 16,000.00
TOTAL BASE BID PRICE:					\$ 1,105,415.50		\$ 1,823,823.72		\$ 1,465,267.00		\$ 1,246,185.00
ALLOWANCES:					\$ 15,000.00		\$ 15,000.00		\$ 15,000.00		\$ 15,000.00
TOTAL BASE BID WITH ALLOWANCES					\$ 1,120,415.50		\$ 1,838,823.72		\$ 1,480,267.00		\$ 1,261,185.00

Contractor said: \$1,848,373.72



May 26, 2026
File: 2075108920

Attention: Amber Abbey, DPW Deputy Director
Department of Public Works
4093 Manor Drive
Burton, Michigan 48519

Dear Ms. Abbey,

Reference: Proposal for Professional Engineering Services – Center Road Water Main Improvements Construction Services – Phase 1

Stantec Consulting Michigan Inc. (Stantec) is pleased to offer the following proposal to the City of Burton (City) for professional engineering services for the above referenced project.

Background

Stantec has designed and advertised the water main improvements on Center Road, and construction is expected to occur beginning in June 2026 to November 2026.

Stantec understands that this new project will involve construction services for installation of 12-inch D.I. water main, reconnection of impacted services, and restoration of impacted bituminous roads, driveways, and sidewalks. About 1,100 feet of water main will be installed via open cut methods, and 150 feet will be installed via jack and bore.

Scope of Services

Pursuant to providing engineering services that incorporate Stantec’s project understanding, Stantec has developed the following project approach to meet the project goals and deliverables. We propose to provide the following scope of services:

Task 1: Pre-Construction Services and Shop Drawing Review:

- Review insurance and bonds submitted by the Contractor and finalize the contract.
- Coordinate and facilitate a preconstruction meeting with the Contractor.
- Review shop drawings for all materials for general conformance with contract documents.

Reference: Proposal for Professional Engineering Services – Center Road Water Main Improvements Construction Services – Phase 1

Task 2: Construction Administration:

- Respond to Requests for Information (RFIs) from the Contractor if necessary.
- Coordinate with the City DPW personnel.
- Process pay applications and make recommendations to the City for payment to the Contractor.
- Provide correspondence throughout the project including shop drawing letters, punch-list letters, field orders, bulletins, change orders and any other correspondence related to administration of the project.
- Attend biweekly project progress meetings.

Task 3: Construction Observation:

- Perform full-time construction observation of all system improvements and perform part-time construction observation of restoration activities, for up to 40 working days in total.
- Communicate with the Contractor and the City, regarding residents' concerns and complaints during construction operations.

Task 4: Punch-list and Close-out:

- Prepare punch list and provide follow up site inspections with the Contractor until all items are complete.
- Prepare and submit to the City all daily field reports.
- Prepare field measured record drawings in hard copy and electronic format per the City's standards.

Significant Assumptions

- Material construction testing, where warranted, will be completed by the Contractor.
- Stantec will provide one (1) inspector on this project. The City will support with its staff for the duration of the project when needed
- Stantec will not charge for travel mileage.
- The City will update its inventory information in Cartograph if needed.

Project Budget

We propose to undertake the work outlined above for a not-to-exceed fee of \$144,520.

Project Schedule

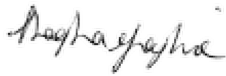
Please note that the project schedule will assume construction begins in June 2026 and ends November 2026.

If the above proposal meets your approval, please sign this letter and the attached professional services agreement, and return a copy to our office. We take pride in providing the City with quality engineering services and look forward to continuing our services for years to come.

Reference: Proposal for Professional Engineering Services – Center Road Water Main Improvements Construction Services – Phase 1

Regards,

Stantec Consulting Michigan Inc.



Shaghayegh Yaghmaie PE
Civil Engineer
Phone: 734 214 1875
Cell: 947 216 7757
Shaghayegh.yaghmaie@stantec.com

Stantec Consulting Michigan Inc.



Spencer Cain PE
Senior Associate
Phone: 734 214 1858
Cell: 734 546 6694
Spencer.Cain@stantec.com

By signing this proposal, the City of Burton authorizes Stantec to proceed with the services as listed herein:

This proposal is accepted and agreed on the _____ day of _____, 2026.

Per: City of Burton

Print Name & Title

Signature

c. File

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This Agreement is made and entered into effective May 26, 2026 (the "Agreement Date") by and between:

"Client"

Name: City of Burton
Address: 4093 Manor Drive, Burton, Michigan 48519
Phone:
Representative: Charles Abbey, DPW Director Email: c.abbey@burtonmi.gov

"Stantec"

Name: Stantec Consulting Michigan Inc.
Address: 1168 Oak Valley Drive, Suite 100, Ann Arbor, MI 48108
Phone: 734-761-1010
Representative: Spencer Cain, PE, Principal Email: spencer.cain@stantec.com

Professional Services - Design Center Road Water Main Improvement Construction Services - Phase 1 (the "Project"):

DESCRIPTION OF WORK: Stantec shall render the services described in Attachment "A" (hereinafter called the "Services") in accordance with this Agreement. Stantec may, at its discretion and at any stage, engage subconsultants to perform all or any part of the Services. The Client and Stantec by written amendment to this Agreement may from time to time make changes to the Services. All changed work shall be carried out under this Agreement. The time for completion of the Services shall be adjusted accordingly.

COMPENSATION: Charges for the Services rendered will be made in accordance with the Contract Price indicated in Attachment "A", or, if no Contract Price is indicated, in accordance with Stantec's Schedule of Fees and Disbursements in effect from time to time as the Services are rendered.

Invoices shall be paid by the Client in the currency of the jurisdiction in which the Services are provided without deduction or setoff within 28 days of receipt. Failure to make any payment when due is a material breach of this Agreement and will entitle Stantec, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. The Client will make electronic payment of the invoices, the details of which can be obtained or verified by contacting ar@stantec.com.

Unless expressly defined in the scope of work attached to this Agreement, the Services do not include any services related to lawsuits, arbitrations, mediations, government enforcement actions, or freedom of information requests ("FOI"). The Client agrees to compensate Stantec on a time and materials basis at rates two times (2x) those identified in Stantec's current rate table if Stantec is required to respond to a FOI, subpoena, serve as a witness, or prepare for or attend a deposition, examination for discovery, trial, arbitration, or mediation arising out of the Project or related to a legal proceeding to which Stantec is not a named defendant.

REPRESENTATIVES: Each party shall designate in the space provided above a representative who is authorized to act on behalf of that party and receive notices under this Agreement. Such representatives have complete authority to act on behalf of their principals in respect to all matters arising under this Agreement.

NOTICES: All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party. All notices required by this Agreement to be given by either party shall be deemed to be properly given and received within two (2) business days if made in writing to the other party by certified mail or email, addressed to the regular business address of such party as identified above.

CLIENT'S RESPONSIBILITIES: The Client shall provide to Stantec in writing, the Client's total requirements in connection with the Project, including the Project budget and time constraints. The Client shall make available to Stantec all relevant information or data pertinent to the Project which is required by Stantec to perform the Services. Stantec shall be entitled to rely upon the accuracy and completeness of all information and data furnished by the Client, including information and data originating with other consultants employed by the Client whether such consultants are engaged at the request of Stantec or otherwise. Where such information or data originates either with the Client or its consultants then Stantec shall not be responsible to the Client for the consequences of any error or omission contained therein.

When required by Stantec, the Client shall engage specialist consultants directly to perform items of work necessary to enable Stantec to carry out the Services. Whether arranged by the Client or Stantec, these services shall be deemed to be provided under direct contracts to the Client unless expressly provided otherwise.

The Client shall give prompt consideration to all documentation related to the Project prepared by Stantec and whenever prompt action is necessary shall inform Stantec of Client's decisions in such reasonable time so as not to delay the schedule for providing the Services.

When applicable, the Client shall arrange and make provision for Stantec's entry to the Project site as well as other public and private property as necessary for Stantec to perform the Services. The Client shall obtain any required approvals, licenses and permits from governmental or other authorities having jurisdiction over the Project so as not to delay Stantec in the performance of the Services.

STANTEC'S RESPONSIBILITIES: Stantec shall furnish the necessary qualified personnel to provide the Services. Stantec represents that it has access to the experience and capability necessary to and agrees to perform the Services with the reasonable skill and diligence required by customarily accepted professional practices and procedures normally provided in the performance of the Services at the time when and the location in which the Services were performed. This undertaking does not imply or guarantee a perfect Project and in the event of failure or partial failure of the product or the Services, Stantec will be liable only for its failure to exercise diligence, reasonable care, and professional skill. This standard of care is the sole and exclusive standard of care that will be applied to measure Stantec's performance. There are no other representations or warranties expressed or implied made by Stantec. In particular, but not by way of limitation, no implied warranty of merchantability or fitness for a particular purpose shall apply to the Services provided by Stantec nor shall Stantec warrant or guarantee economic, market or financial conditions, proforma projections, schedules for public agency approvals, or other factors beyond Stantec's reasonable control. Stantec does not warrant the Services to any third party and the Client shall indemnify and hold harmless Stantec from any demands, claims, suits, or actions of third parties arising out of Stantec's performance of the Services.

In performing the Services under this Agreement, Stantec shall operate as and have the status of an independent contractor and shall not act as or be an employee of the Client.

TERMINATION: Stantec may terminate this Agreement without cause upon thirty (30) days' notice in writing. If either party breaches this Agreement, the non-defaulting party may terminate this Agreement after giving seven (7) days' notice to remedy the breach. On termination of this Agreement, the Client shall forthwith pay Stantec for the Services performed to the date of termination. Non-payment by the Client of Stantec's invoices within 30 days of Stantec rendering same is agreed to constitute a material breach of this Agreement and, upon written notice as prescribed above, the duties, obligations, and responsibilities of Stantec are terminated.

SUSPENSION OF SERVICES: If the project is suspended for more than thirty (30) calendar days in the aggregate, Stantec shall be compensated for services performed and charges incurred prior to receipt of notice to suspend and, upon resumption, an equitable adjustment in fees to accommodate the resulting demobilization and remobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the Project is suspended for more than ninety (90) days, Stantec may, at its option, terminate this agreement upon giving notice in writing to the Client.

ENVIRONMENTAL: Except as specifically described in this Agreement, Stantec's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

Where the Services include storm water pollution prevention (SWPP), sedimentation or erosion control plans, specifications, procedures or related construction observation or administrative field functions, Client acknowledges that such Services proposed or performed by Stantec are not guaranteed to provide complete SWPP, sedimentation or erosion control, capture all run off or siltation, that any physical works are to be constructed and maintained by the Client's contractor or others and that Stantec has no control over the ultimate effectiveness of any such works or procedures. Except to the extent that there were errors or omissions in the Services provided by Stantec, Client agrees to indemnify and hold Stantec harmless from and against all claims, costs, liabilities, or damages whatsoever arising from any storm water pollution, erosion, sedimentation, or discharge of silt or other deleterious substances into any waterway, wetland or woodland and any resulting charges, fines, legal action, cleanup, or related costs.

In the prosecution of work, Stantec will take reasonable precautions to avoid damage to subterranean structures or utilities. However, it is the responsibility of the Client to provide Stantec with assistance in locating underground structures and utilities in the vicinity of any construction, exploration, or investigation. Stantec shall also rely upon third party sources in order to determine the existence and location of any underground structures and utilities of any kind. The Client acknowledges and agrees that Stantec may rely on such third-party advice, so long as such third party is, in Stantec's opinion, a reasonable source for such information, without any requirement that Stantec shall make an independent evaluation or investigation of such underground structures and utilities. In the event that the information supplied by third parties is incorrect, the Client acknowledges that Stantec shall not be responsible for any damages done to any such underground structures or utilities. If neither party can confirm the location of such structures and utilities, the Client agrees to accept all liabilities, costs, expenses and damages, whether direct, indirect, economic, punitive, incidental, special, exemplary or consequential, associated with the repair, replacement or restoration of any damages to such structures and utilities caused by Stantec or its subcontractor(s) or subconsultant(s) in the performance of the Services and the Client agrees to defend, indemnify and hold Stantec harmless from any such damages.

BUILDING CODES, BYLAWS AND OTHER PUBLIC REGULATIONS: Stantec shall, to the best of its ability, interpret building codes, by-laws, and other public regulations as they apply to the Project and as they are published at the time Services commence. Furthermore, Stantec shall observe and comply with all applicable laws, ordinances, codes, and regulations of government agencies, including federal, state, provincial, municipal, and local governing bodies having jurisdiction over the conduct of the Services ("LAWS"). However, it is expressly acknowledged and agreed by the Client that as the Project progresses such building codes, by-laws, other public regulations, and LAWS may change or the interpretation of any public authority may differ from the interpretation of Stantec, through no fault of Stantec, and any extra costs necessary to conform to such changes or interpretations during or after execution of the Services will be paid by the Client.

Stantec shall continue to provide equal employment opportunity to all qualified persons and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

COST AND SCHEDULE OF CONSTRUCTION WORK: In providing opinions of probable cost and project schedule, it is recognized that neither the Client nor Stantec has control over the costs of labor, equipment, or materials, or over the Contractor's methods of determining prices or time. The opinions of probable cost or project duration are based on Stantec's reasonable professional judgment and experience and do not constitute a warranty, express or implied, that the Contractors' bids, project schedules, or the negotiated price of the Work or schedule will not vary from the Client's budget or schedule or from any opinion of probable cost or project schedule prepared by Stantec. Exact costs and times will be determined only when bids have been received for the Project and when the construction work has been performed and payments finalized.

ADMINISTRATION OF CONSTRUCTION CONTRACTS: When applicable, Stantec shall provide field services during the construction of the Project only to the extent that such Services are included and defined in this Agreement. The performance of the construction contract is not Stantec's responsibility nor are Stantec's field services rendered for the construction contractor's benefit.

It is understood and agreed by the Client and Stantec that only work which has been seen during an examination by Stantec can be said to have been appraised and comments on the balance of any construction work are assumptions only.

When field services are provided by Stantec, the authority for general administration of the Project shall reside with Stantec only to the extent defined in this Agreement. In such case, Stantec shall coordinate the activities of other consultants employed by the Client, only to the extent that Stantec is empowered to do so by such other consultants' contracts with the Client.

Stantec shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents nor for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. When field services are provided, no acceptance by Stantec of the work or services of a construction contractor or other consultants, whether express or implied, shall relieve such construction contractor or other consultants from their responsibilities to the Client for the proper performance of such work or services and further, Stantec shall not be responsible to the Client or to the construction contractor or to the other consultants for the means, methods, techniques, sequences, procedures and use of equipment of any nature whatsoever, whether reviewed by Stantec or not, which are employed by the construction contractor or the other consultants in executing, designing, or administering any phases of the Project, or for placing into operation any plant or equipment or for safety precautions and programs incidental thereto.

When field services are provided, Stantec will not be designated as the party responsible for the compliance by others on the construction work site with the purposes or requirements of applicable environmental, occupational health and safety, or similar legislation. The Client shall designate a responsible party, other than Stantec, for the coordination and performance of environmental, occupational health and safety activities on the construction work site as required by applicable legislation and associated regulations.

JOBSITE SAFETY: Neither the professional activities of Stantec, nor the presence of Stantec or its employees and subconsultants at a construction site, shall relieve the Client and any other entity of their obligations, duties and responsibilities with respect to job site safety. Subject only to applicable legislation, Stantec and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions.

INDEMNITY: The Client releases Stantec from any liability and agrees to defend, indemnify, and hold Stantec harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the Services, excepting liability arising from the negligence or willful misconduct of Stantec.

LIMITATION OF LIABILITY: It is agreed that, to the fullest extent possible under the applicable law, the total amount of all claims (including any and all costs associated with such claims such as attorney and expert fees and interest) the Client may have against Stantec under this Agreement or arising from the performance or non-performance of the Services under any theory of law, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the lesser of the fees paid to Stantec for the Services or \$500,000. No claim may be brought against Stantec in contract or tort more than two (2) years after the cause of action arose. As the Client's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against Stantec and not against any of Stantec's employees, officers, or directors.

Stantec's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and Stantec shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the Client, including but not limited to claims for loss of use, loss of profits and loss of markets.

In no event shall Stantec's obligation to pay damages of any kind exceed its proportionate share of liability for causing such damages.

DOCUMENTS: All documents prepared by Stantec or on behalf of Stantec in connection with the Project are instruments of service for the execution of the Project. Stantec retains the property and copyright in these documents, whether the Project is executed or not. Payment to Stantec of the compensation prescribed in this Agreement shall be a condition precedent to the Client's right to use documentation prepared by Stantec. These documents may not be used for any other purpose without the prior written agreement of Stantec. The Client shall have a permanent non-exclusive, royalty-free license to use any concept, product or process which is patentable or capable of trademark, produced by or resulting from the Services rendered by Stantec in connection with the Project, for the life of the Project. The Client shall not use, infringe upon, or appropriate such concepts, products or processes without the express written agreement of Stantec. In the event Stantec's documents are subsequently reused or modified in any material respect without the prior consent of Stantec, the Client agrees to indemnify Stantec from any claims advanced on account of said reuse or modification.

Any document produced by Stantec in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Stantec, which may be withheld at Stantec's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract and will only be authorized pursuant to the conditions of Stantec's standard form reliance letter.

Stantec cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify, and hold Stantec, its officers, employees, consultants, and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Stantec, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Stantec's written consent.

PROJECT PROMOTION: Where the Client has control or influence over construction signage, press releases and/or other promotional information identifying the project ("Project Promotion"), the Client agrees to include Stantec in such Project Promotion.

FORCE MAJEURE: Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Stantec for services rendered.

GOVERNING LAW: This Agreement shall be governed, construed, and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed.

DISPUTE RESOLUTION: If requested in writing by either the Client or Stantec, the Client and Stantec shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Stantec from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

ATTORNEYS FEES: In the event of a dispute hereunder, the prevailing party is entitled to recover from the other party all costs incurred by the prevailing party in enforcing this Agreement and prosecuting the dispute, including reasonable attorney's and expert's fees, whether incurred through formal legal proceedings or otherwise.

ASSIGNMENT AND SUCCESSORS: The Client shall not, without the prior written consent of Stantec, assign the benefit or in any way transfer the obligations of this Agreement or any part hereof. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.

PROTECTION OF PRIVACY LAWS: The parties acknowledge that information relating to an identified or identifiable person ("Personal Information") may be exchanged in the course of this Project pursuant to this Agreement.

The party disclosing Personal Information (the "Disclosing Party") warrants that it has all necessary authorizations and approvals required to process and disclose the Personal Information and to enable the party receiving the Personal Information (the "Receiving Party") to process it in performing the Services. The Disclosing Party will provide the Receiving Party with written notice containing the details of what Personal Information will be provided.

The Receiving Party will comply with any reasonable instruction from the Disclosing Party in respect of such Personal Information and implement appropriate technical and organization measures to protect the Personal Information against unauthorized or unlawful processing and accidental loss, theft, use, disclosure, destruction and/or damage.

The Receiving Party shall be permitted, upon prior written consent of the Disclosing Party, to transfer Personal Information outside the jurisdiction if required for performance of the Services provided that such transfers are in accordance with relevant and applicable requirements under applicable legislation. The Receiving Party shall provide the Disclosing Party with full cooperation and assistance in meeting its obligations under applicable privacy legislation, including in relation to the security of processing, the notification of Personal Information breaches, the notification of requests from individuals and Personal Information protection impact assessments.

On termination of this Agreement, the Receiving Party shall cease processing Personal Information and shall delete and destruct or return to the Disclosing Party (as the Disclosing Party may require) all Personal Information held or processed by the Receiving Party on the Disclosing Party's behalf. It is understood however, that the Receiving Party may need to keep a copy of all Personal Information for legal purposes and therefore it will continue to take reasonable steps to protect the Personal Information as outlined herein and will proceed with the destruction of the Personal Information within a reasonable period of time if there is no longer any legal justification to keep the Personal Information.

Nothing herein relieves either party from their responsibilities for compliance with applicable privacy legislation.

ENTIRE AGREEMENT: This Agreement constitutes the sole and entire agreement between the Client and Stantec relating to the Project and supersedes all prior agreements between them, whether written or oral respecting the subject matter hereof and no other terms, conditions, or warranties, whether express or implied, shall form a part hereof. This Agreement may be amended only by written instrument signed by both the Client and Stantec. All attachments referred to in this Agreement are incorporated herein by this reference; however, in the event of any conflict between attachments and the terms and conditions of this Agreement, the terms and conditions of this Agreement shall take precedence.

SEVERABILITY: If any term, condition, or covenant of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Agreement shall be binding on the Client and Stantec.

CONTRA PROFERENTEM: The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

BUSINESS PRACTICES: Each Party shall comply with all applicable laws, contractual requirements and mandatory or best practice guidance regarding improper or illegal payments, gifts or gratuities, and will not pay, promise to pay or authorize the payment of any money or anything of value, directly or indirectly, to any person (whether a government official or private individual) or entity for the purpose or illegally or improperly inducing a decision or obtaining or retaining business in connection with this Agreement or the Services.

THE PARTIES EXPRESSLY ACKNOWLEDGE THAT THIS AGREEMENT CONTAINS LIMITATION OF LIABILITY PROVISIONS RESTRICTING RIGHTS FOR THE RECOVERY OF DAMAGES.

The Parties, intending to be legally bound, have made, accepted, and executed this Agreement as of the Agreement Date noted above.

City of Burton**Stantec Consulting Michigan Inc.**

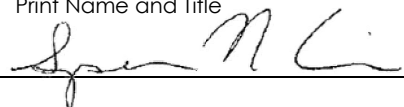
Charles Abbey
DPW Director

Print Name and Title

Spencer Cain, PE
Principal

Print Name and Title

Signature _____

Signature  _____

Attached to and forming part of the Agreement BETWEEN:

City of Burton
(Hereinafter called the "Client")
- and -
Stantec Consulting Michigan Inc.
(Hereinafter called "Stantec")

EFFECTIVE: May 26, 2026

This Attachment details the Services, Contract Time, Contract Price, Additional Conditions and Additional Attachments forming part of the above-described Agreement.

SERVICES: Stantec shall perform the following Services:

See Attached Proposal
(Hereinafter called the "Services")

CONTRACT TIME: Commencement Date: June, 2026
Estimated Completion Date: June, 2027

CONTRACT PRICE: Subject to the terms below, Client will compensate Stantec as follows:

\$144,520.00

Project specific charges, such as subconsultants; travel, accommodations, and meals; project-specific printing of deliverables; consumables; usage charges for specialized field equipment and company-owned, leased, or rented project vehicles; external testing lab charges and other external services charges; specialized computer software costs; and other significant project-specific expenses will be invoiced in addition to labor fees and to the FRD.

Where not stated as being included in the fees, project specific subconsultant, contractor, lab and other similar third-party charges will be charged as invoiced to Stantec with a ten percent (10%) markup.

Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

Where the Services or services conditions change, Stantec shall submit to the Client in a timely manner, documentation of the revisions to Attachment "A" adjusting the Contract Services Time and Price as required.

Unless otherwise specified, charges for Services are based on Stantec's hourly billing rate table ("Rate Table"), attached hereto. The Rate Table is subject to escalation from time to time. At a minimum, effective each January 1 during the term of this Agreement, Stantec's charges for Services shall escalate by either (a) the most current Consumer Price Index year over year percentage increase, not seasonally adjusted, for the preceding July, all items, as published by Statistics Canada (for Projects in Canada) plus 1.0%, or (b) the most current Consumer Price Index for All Urban Consumers (CPI-U) year over year percentage increase, not seasonally adjusted, for the preceding July, as published by the U.S. Bureau of Labor Statistics plus 1.0% (for all other projects).

ADDITIONAL CONDITIONS: The following additional conditions shall be read in conjunction with and constitute part of this Agreement:

No additional conditions

**ADDITIONAL
ATTACHMENTS:**

The following additional attachments shall be read in conjunction with and constitute part of this Agreement:

Rate Table

**INSURANCE
REQUIREMENTS:**

Before any services are provided under this agreement, Stantec shall procure, and maintain insurance coverage during the term of this agreement.

Title	Hourly Rate	Description
Construction Technician CAD Technician	\$119 - \$145	<ul style="list-style-type: none"> Junior-level position Independently carries out assignments of limited scope using standard procedures, methods, and techniques Assists senior staff in carrying out more advanced procedures Completed work is reviewed for feasibility and soundness of judgment Graduate from an appropriate post-secondary program or equivalent Generally, four years' work experience
Engineering Assistant Engineer-In-Training Construction Technician Administrative Support	\$150 - \$164	<ul style="list-style-type: none"> Fully qualified professional position Carries out assignments requiring general familiarity within a broad field of the respective profession Makes decisions by using a combination of standard methods and techniques Actively participates in planning to ensure the achievement of objectives Works independently to interpret information and resolve difficulties Graduate from an appropriate post-secondary program, with credentials or equivalent Generally, six years experience
CAD Manager Designer Process Designer Project Engineer Senior Project Engineer Survey Manager Construction Technician Senior Civil Engineer Environmental Engineer Survey Crew Chief	\$177 - \$197	<ul style="list-style-type: none"> First level supervisor of first complete level of specialization Provides applied professional knowledge and initiative in planning and coordinating work programs Adapts established guidelines as necessary to address unusual issues Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment Graduate from an appropriate post-secondary program, with credentials or equivalent Generally, nine years' experience
Associate Senior Associate Project Manager Field Services Manager Landscape Architect	\$203 - \$223	<ul style="list-style-type: none"> Highly-specialized technical professional or supervisor of groups of professionals Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise Participates in short and long range planning to ensure the achievement of objectives Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures Reviews and evaluates technical work Graduate from an appropriate post-secondary program, with credentials or equivalent Generally, ten years' experience with extensive, broad experience
Principal Senior Principal Vice President	\$251 - \$285 \$295 - \$302	<ul style="list-style-type: none"> Senior level consultant or management function Recognized as an authority in a specific field with qualifications of significant value Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise Independently conceives programs and problems for investigation Participates in discussions to ensure the achievement of program and/or project objectives Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects Graduate from an appropriate post-secondary program, with credentials or equivalent Generally, fifteen years' experience with extensive professional and management experience
Survey Crew	\$205 \$225 \$300 \$340	1 person crew 1 person crew – overtime 2 person crew 2 person crew – overtime



May 26, 2026

Mr. Peter Wingblad
Superintendent of Engineering and Inspection
City of Burton
4093 Manor Drive
Burton, MI 48519

RE: Sitka Street Paving Project
West End to Belsay Road
Design Engineering Services Proposal

Dear Mr. Wingblad:

As discussed, the City of Burton held a public hearing in response to a petition requesting a new asphalt paved surface on Sitka Street. The City Council passed a resolution authorizing the creation of a special assessment district to generate the funding necessary for this project. Details of the project will include:

- The proposed pavement will be 22 feet wide with two-foot aggregate shoulders on each side. The new paved surface and gravel shoulders combined will generally match the width of the existing gravel. The proposed section will include a 3.5-inch hot mixed asphalt (HMA) surface, generally being constructed on the existing gravel surface.
- In order to keep design and construction costs down, the city plans to maintain the existing ditches and culverts wherever possible. The existing ditches are not performing correctly for the westerly 600 feet, and will be reconstructed to improve drainage. Culverts and ditches will be left as is for the remainder of the project.
- Approximately six drive approaches are currently paved within a few feet of the gravel road edge. These driveways will receive a new concrete drive approach. All other properties will have additional gravel added to their approach to meet the new pavement surface.
- A small cul-de-sac within the existing 60-foot right-of-way will be designed to allow passenger car sized vehicles to turn around. This will be designed in part to discourage the current larger turnaround area that trespasses on to private property.
- The existing asphalt surfaced approaches at Belsay Road and Eastgate Drive will be milled approximately ten linear feet, and resurfaced. Existing concrete curbs will be left as is.
- Road signs and posts will be removed and replaced on an as-needed basis.
- No work is planned on the existing sanitary sewer or County storm sewer system, other than to replace frames and covers, and adjust them to grade.
- No water main exists or is planned for this street at this time.

SINCE 1962

We have prepared a preliminary cost opinion for this work, and by utilizing unit pricing for similar projects, it is our opinion the construction project cost will be approximately \$490,000 for construction, using the scope described above.

ROWE understands that the funding for this project will be from a special assessment district to be paid from the adjacent benefitting properties, as well as general funds from the City of Burton. No special funding requirements will apply.

SCOPE OF SERVICES

ROWE proposes the following scope of services for your consideration:

1. Using the topographic survey prepared in 2006 as an initial guide, ROWE will collect current information on the existing conditions within the right-of-way. A full survey of the right-of-way, including ditches, will be collected and reviewed as described below.
2. Full design plans will be provided for the westerly 600 feet of the project, with the goal of rebuilding the ditches and culvert crossings as needed to improve drainage in this area.
3. The design will have reduced detail for the remaining 2,000 feet. In this area, one plan view and one centerline profile will be provided. A brief review of the topographic information and existing conditions in the remaining area will be provided. If simple sections of re-ditching can be accomplished for a low cost, we will meet with you to discuss recommend fixes where appropriate, and add work areas where directed. For example, ROWE is concerned about possible drainage issues on the south side of the street currently used for agriculture. It is noted that that in some segments, no ditch exists at all. We do not recommend preparing plans for new pavement that have no place for water to be discharged to. Areas where standing water may result will be reviewed with the city for possible additions to the project. Additional ditching or even storm sewer may be recommended. As the design progresses, we will develop an Engineer's Opinion of Project Costs to verify that the project is still within the anticipated budget. If overruns are identified, we will work with the city to review reductions in scope. If additional storm drainage improvements are approved in this area, our scope will provide for this additional design.
4. As the design progresses, we will meet with the city to review plans when they are 75 percent complete to obtain feedback and finish the documents accordingly.
5. The plans will contain appropriate soil erosion control measures where needed. Since the City of Burton is an authorized Public Agency with respect to enforcement of soil erosion control provisions and maintenance, no permit application will be required.
6. The existing storm drain installed on the street is under the jurisdiction of the Genesee County Surface Water Management Division (GCDC-SWM). Plans will be forwarded to that agency with the appropriate application completed. ROWE will secure a permit from the County on behalf of the city.
7. Finalize bidding documents including plans, technical specifications, and contract documents, coordinating with city staff to advertise the project, and issue for bids. ROWE will provide copies of the bidding documents to bidders, answer questions during the bidding process; and if necessary, issue an addendum to clarify contract documents.

8. Attend bid opening, prepare a Tabulation of Bids, and provide a Recommendation of Award.
9. Prepare contract documents to be executed by the successful contractor and the city.

CLARIFICATIONS:

1. At this time, it is not clear what the logical drainage outlet will be for the street at the west end. We also see the potential for needed improvements where no ditch currently exists. The scope of the project will not be expanded unless directed by the city. With the idea that there may be some additional design needed, the proposal below has budgeted for up to 600 feet of additional more detailed design (similar to the west end), in the event that ROWE is directed to make additional drainage improvements within the scope of the project.
2. ROWE has not included any costs for attendance at public meetings.
3. ROWE has not included any costs for construction phase services. We can prepare a separate proposal to provide these services to the city if desired.

COMPENSATION

ROWE proposes to provide these services for a lump sum fee of **\$42,500**. We will invoice the city monthly based upon the work completed during that billing period.

SCHEDULE

The design and construction schedule for this project will be at a faster pace than normal. Fortunately, it appears that there is time in the near future to conduct an expedited schedule, as proposed:

June 1 st	ROWE Receives Authorization to Proceed
June	Collect Data and Prepare Topographic Survey
July to mid-August	Prepare Plans and Specifications
Mid-August to Mid-September	Advertise Project and Take Bids
Mid-September	Council Award to Successful Contractor
October – November	Construction Period

Mr. Pete Wingblad
May 26, 2026
Page 4

ROWE appreciates the opportunity to provide this proposal and is looking forward to assisting you with this project. Once the work has been authorized, ROWE will forward a standard design contract for execution.

Please contact me on my cell phone at (248) 318-1492 if you have any questions.

Sincerely,
ROWE Professional Services Company

Paul T. O'Meara, PE
Senior Project Manager

Attachment

R:\Projects\2400004\Docs\Proposal and Contract\SITKA STREET PAVING\Proposal Sitka St Paving.docx



City of Burton

4303 SOUTH CENTER ROAD • BURTON, MI 48519

PHONE (810) 743-1500 • FAX (810) 743-5060 • www.burtonmi.gov

INTEROFFICE MEMORANDUM

To: Mayor Duane Haskins
From: Controller Brandy Ruth
Date: May 28, 2026
Re: Memo of Explanation for
City Council Meeting of 6/1/2026

Mayor Haskins:

I am requesting that Council approve the following budget amendment within the Rubbish Collection & Disposal Fund as follows; Increase 226-000-830.000 Garbage Collection to \$2,015,265.

This amendment adjusts the 2025–26 budget for the Rubbish Collection & Disposal Fund to account for increased diesel fuel charges associated with collection services. These charges are variable based on actual fuel costs and are passed through to the City of Burton in accordance with the contractual agreement

**RESOLUTION 2026-09
CITY OF BURTON RESOLUTION
APPROVING ALL GENERAL APPROPRIATION FUNDS
FOR THE FISCAL YEAR 2026-2027**

WHEREAS, Pursuant to the Official Charter of the City of Burton, the fiscal and budget year of the city shall begin on the first day of July of each year and end on the thirtieth day of June of the following year, and

WHEREAS, Pursuant to the Official Charter of the City of Burton, the adoption of the fiscal year budget shall be made by the City Council, by resolution, at a regular meeting, held no later than the second Monday in June, and

WHEREAS, Pursuant to the Official Charter of the City of Burton, a public hearing shall be held not less than one week before its final adoption, and

WHEREAS, Pursuant to the Official Charter of the City of Burton, said resolution shall designate the sum to be raised by taxation for the general purposes of the city and for payment of principal and interest on its indebtedness,

THEREFORE BE IT RESOLVED, this 1st day of June 2026, that in accordance with the Official Charter of the City of Burton and all applicable federal and state statutes, the Burton City Council has found the proposed budget for fiscal year 2026-2027 is in such form, arrangement and content as required and that all estimates of revenue and appropriation are reasonable, accurate and correctly stated, and

FURTHER RESOLVING, that the taxation rates for the fiscal year 2026-2027 are verified and set as follows: The General Operating rate at 4.0000 mills, the Police Operating rates totaling 8.2672 mills, the Fire Operating rate at 0.9722 of a mill, and the Downtown Development Authority Operating rate at 1.8673 mills and that in itemization, form, arrangement and content, the Fiscal Year 2026-2027 budget will permit the exercise of the Mayor and Controller functions within the municipality in accordance with the Official Charter of the City of Burton and all applicable federal and state statutes and regulations.

Moved by:

Seconded by:

Members voting YAY:

Members voting NAY:

Absent:

CERTIFICATION

I, Racheal Boggs, Burton City Clerk, attest and certify that the above budget resolution was approved by a majority vote of the members of the Burton City Council at its regular meeting held at 7:00 PM on Monday, June 01, 2026.

Racheal Boggs, City Clerk

Date

2026 Tax Rate Request (This form must be completed and submitted on or before September 30, 2026)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

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

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes	2026 Taxable Value of ALL Properties in the Unit as of 05-26-2026
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2026 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2026 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2025 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2026 Current Year "Headlee" Millage Reduction Fraction	(7) 2026 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized

Prepared by	Telephone Number	Title of Preparer	Date
-------------	------------------	-------------------	------

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

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President			

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

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2026 for instructions on completing this section.

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

Instructions For Completing Form 614 (L-4029) 2026 Tax Rate Request, Millage Request Report To County Board Of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2026 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2025 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The **2025** permanently reduced rate can be found in column 7 of the **2025** Form L-4029. For operating millage approved by the voters after April 30, 2025, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 6: Current Year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2026 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2026 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2026. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2026 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2026 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2026 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2026. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2026 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2026. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.

05/28/2026 BUDGET SUMMARY BY FUND FOR CITY OF BURTON														
	GENERAL	ECONOMIC DEVELOPMENT	DOWNTOWN DEVELOPMENT	SEWER	WATER	INFORMATION TECHNOLOGY	MOTOR	BURTON SELF	MAJOR	LOCAL	FIRE	POLICE	RUBBISH COLLECTION	BUILDING DEPARTMENT
DEPARTMENT	FUND	CORPORATIONFUND	AUTHORITY	FUND	DEPARTMENT	FUND	POOL	INSURANCEFUND	STREETS	STREETS	DEPARTMENT	FUND	&DISPOSAL	FUND
REVENUES														
000	8,952,095	50	49,383	7,625,265	7,934,300	752,882	2,391,900	2,415,000	4,794,075	1,880,769	1,865,223	9,207,182	2,168,892	533,500
TOTAL REVENUES	8,952,095	50	49,383	7,625,265	7,934,300	752,882	2,391,900	2,415,000	4,794,075	1,880,769	1,865,223	9,207,182	2,168,892	533,500
EXPENDITURES														
000			50,500					2,415,000					2,158,242	
COUNCIL	978,131													
MAYOR	502,004													
CONTROLLER	341,232													
CLERK	350,958													
IT						748,834								
TREASURER	162,138													
ASSESSOR	632,620													
ELECTION	581,369													
CITY HALL	1,686,189													
POLICE												10,284,924		
FIRE											2,219,386			
BUILDING														528,261
MOTOR POOL							1,464,601							
PUBLIC SERVICE	701,050													
CONSTRUCTION									9,797,313	750,000				
SURFACE MAINTENANCE									1,472,741	1,754,715				
TREES & SHRUBS									30,237	28,299				
DRAINAGE									383,138	794,603				
TRAFFIC SIGNS									341,673	53,357				
PAVEMENT MARK									198,000					
WINTER MAINTENANCE									428,025	332,492				
ROADSIDE CLEANUP									43,775	15,477				
ADMINISTRATION									324,316	204,659				
SEWER				7,623,578										
WATER					7,909,680									
SENIOR CENTER														
PLANNING	89,080													
ZONING	78,141													
PARKS & RECREATION	889,775													
999	2,969,000													
TOTAL EXPENDITURES	9,961,687		50,500	7,623,578	7,909,680	748,834	1,464,601	2,415,000	13,019,218	3,933,602	2,219,386	10,284,924	2,158,242	528,261
Change In Fund Balanc	(1,009,592)	50	(1,117)	1,687	24,620	4,048	927,299		(8,225,143)	(2,052,833)	(354,163)	(1,077,742)	10,650	5,239

21-019-P	22-015-P	23-012-P	23-014-P	23-015-P	24-010-P			FIRE	AMY	21-019-P	22-015-P	
MAPLEWOOD	MAPLE	HIDDEN	CALVERT	VINELAND	MELODY/HARMONY	BUILDING	CAPITAL	CAPITAL	ST	MAPLEWOOD	MAPLE	Total
MEADOWSPA	LEAFFA	TRAILSPA	PARKPA	PAVING	PAVING	AUTHORITY	IMPROVEMENT	PROJECTS	PAVINGCAPPROJ13-008-P	MEADOWSPA	LEAFFA	Budget
43,050	5,800	35,363	11,559	38,630	34,749	25	100	260,000	11,600	43,000	5,800	51,870,247
43,050	5,800	35,363	11,559	38,630	34,749	25	100	260,000	11,600	43,000	5,800	51,870,247
43,000	5,800	29,024	9,487	31,705	25,838			111,087	1,385	4,300	1,450	5,288,923
												978,131
												502,004
												341,232
												350,958
												748,834
												162,138
												632,620
												581,369
												1,686,189
												10,284,924
												2,219,386
												528,261
												1,464,601
												701,050
												10,547,313
												3,227,456
												58,536
												1,177,741
												395,030
												198,000
												760,517
												59,252
												528,975
												7,623,578
												7,909,680
												644,745
												89,080
												78,141
												919,125
												2,969,000
43,000	5,800	29,024	9,487	31,705	25,838			111,087	1,385	4,300	1,450	63,656,789
50		6,339	2,072	6,925	8,911	25	100	148,913	10,215	38,700	4,350	

CITY OF BURTON
GENESEE COUNTY MICHIGAN

RESOLUTION 2026-8

RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF BURTON, A MUNICIPAL CORPORATION OF GENESEE COUNTY, DOES HEREBY:

_____ moved and seconded the following:

**Approve and authorize the City of Burton Budget
Resolution for all General Appropriation Act Funds for the
2026-2027 fiscal year and that the City of Burton Budget be
adopted on a departmental basis.**

CERTIFICATION:

I, Racheal Boggs, City Clerk of Burton, do certify that the above Resolution was duly adopted in conformance with Act 267 Public Acts of Michigan, 1976, at a Regular Council Meeting of the City of Burton Council held at Burton City Hall, June 1, 2026 by the following vote:

Ayes:
Nays:
Absent:

Dated: June 1, 2026

Racheal Boggs, City Clerk

Prepared by:
Racheal Boggs
City of Burton
4303 S. Center Rd
Burton, MI 48519