



CITY OF BURTON

CITY COUNCIL MEETING

MAY 19, 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.

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, City Council Member John Wright

Absent: Council Member Tina Conley

C. Staff Present

Duane Haskins, Mayor

Racheal Boggs, City Clerk

Brandy Ruth, Controller

Ryan Bertram, IT Director

Jean Johnson, Senior Center Director

D. Budget Discussion

Mayor Haskins stated, I just want to fill you guys in on something real fast as it pertains to the rubbish section that we will be getting into. At the Council meeting, we will be coming for a budget transfer for rubbish. Due to the fuel surcharge, we do not have enough to cover the bill. It is averaging about \$10,000 a month. There will be an adjustment in this year's budget up to \$120,000 to cover the approximate \$10,000 a month in fuel surcharge. If fuel prices go back down, then obviously that would be eliminated. So, we just wanted to give you a heads-up that it will be at Council and that is why there are adjustments to the budget. Also, I want to let everyone know that our Senior Center Director, Jean Johnson, is here with us tonight, but she will not be here with us for much longer as she is moving on into heavenly retirement. She will be sadly missed. Her replacement will be announced soon.

1. IT

Mr. Fenner stated at this time, I will turn it over to our Finance chair, Mr. Johns.

Mr. Johns stated that tonight we will be addressing IT, senior center and libraries, rubbish, SAD's and component units. I would like to turn it over to Mrs. Ruth.

Mrs. Ruth stated that on page 36 is the information technology fund budget, and that is where we will begin this evening. As you will notice, we have covered these budget revenues in other budget meetings. We were able to get a 3.5% reduction in the IT revenues. With an overall reduction in expenditures of 1.6%.

Mrs. Ellenburg stated that I mentioned the BS&A Cloud at the last meeting. Would it be possible to earmark \$50,000 for that? Earmark it for the increase that is going to be mandated in 5 years.

Mrs. Ruth stated, I am unaware of what you are referring to. Could you explain further, please?

Mrs. Ellenburg stated, I talked with Flint Township, and they were told that in approximately 5 years, BS&A would be mandating it to all go to the cloud. Is everything all on the cloud now?

Mrs. Ruth stated that we are currently not on BS&A Cloud. That is a system transfer, and that would look closer to a quarter of a million dollars for us to transfer to the cloud.

Mrs. Ellenburg stated the mandate will be to switch to the BS&A Cloud.

Mrs. Ruth stated we have inquired with BS&A, and we have not been given a sunset date for the dot net version, which is what we currently work with. We will seek additional information from them.

Mrs. Ellenburg stated, Yes, could you look into that and get back with us? Because I think if it is going to be that big of an amount, then we need to start putting money aside so that we are not hit with it all at once in 5 years.

Mr. Fenner stated, how do we allocate BS&A? Is it paid for by all the other departments that use it, like everything else with IT?

Mrs. Ruth stated that is correct.

Mr. Fenner stated, to Mrs. Ellenburg's point, we would need all the departments to start putting money aside to save for this then.

Mayor Haskins stated, I think the problem is, we do not have a sunset date for this yet and without one, we do not know when our end date is and when we have to start new again. So we can not just throw out a frivolous amount right now and hope it will be done for this budget. We have to wait for the numbers from BS&A.

Discussion continued about BS&A Cloud and the possible mandate in the future.

Mr. Heffner asked, have we been progressing with our new website?

Mr. Bertram stated, yes, we are. We just got the final notice from them on the content migrations, so we are doing spot checks to make sure that the existing site's content transfers over correctly to each department site and that it is specified correctly. At that point, we will be scheduling trainings for the department heads so they will be able to make changes to their existing sites, and then we will be going live soon.

Mr. Fenner asked, will the notification system still be available on the new website for the residents?

Mr. Bertram said yes, that is correct. That will be built right into the new system.

Discussion ensued about the current website's features.

Mr. Johns said, thank you, everyone. Those were all good questions that I know the public has brought up as well. Are there any further questions about the IT budget?

2. Senior Center & Libraries

Mrs. Ruth stated moving on to the senior center, which is on page 37. The change in revenue in the budget is due to the ARPA senior center improvement grant that we received. But overall the budget revenues did not change significantly. The line item with the most significant increase is for repairs and maintenance. That is because we have 5 different projects planned for the senior center in additional capital improvements.

Mrs. Miller stated, I have noticed that the library has been repaired in some areas and not in other areas. I think we need to put more money in there to make sure they can get it painted this year and replace the shutters and things like that. What do we think about putting another \$5,000 in there and making it \$20,000?

Discussion ensues about adding additional funding for the library.

Mayor Haskins stated, let's move back to the senior center discussion. When we are done with that, we can move on to the library. But, if you guys are done with that, then I am fine with that too.

Mr. Johns stated that knowing we will have a transition in leadership there, I would ask to increase the training budget for the senior center just to allow additional training opportunities for them.

Mrs. Johnson stated that the amount of money that is there now would be adequate for providing training and would also allow extra training for potential new hires as well.

Mr. Johns stated that in light of the transition and the opportunity for networking and for the greater enrichment for the future of the Burton Senior Center. Is there a certain number that the Council would be comfortable with?

The Council agrees to put that line item for training at \$2,500.

Discussion ensued about the ARPA money and the Senior Center.

Mr. Johns stated, any additional discussion on the Senior Center budget?

Mrs. Johnson stated, Thank you, you've all been a pleasure to work with.

Mr. Heffner stated, I would like to add \$5,000 to the Memorial Library budget.

Mr. Johns stated the Council proposes an increase of \$5,000 for the line item repairs and maintenance for the Memorial Library. Thank you.

3. Rubbish

Mrs. Ruth stated, moving on to the rubbish portion of the budget on page 40. You will see a rubbish fee of \$2,038,242.00 with the \$120,000 increase that you will need to make a note of on your budget books. Please make the same adjustment to the garbage collection line under expenditures.

Mr. Johns asked how Emterra notifies the city of changes in fuel charges.

Mayor Haskins stated Emterra has a cap on their gas prices per the contract. It is roughly around \$10,000 a month. This is sort of an enterprise fund in a way, because people are paying for that service. Residents are only billed what we get charged.

4. SAD's

Mrs. Ruth said Special Assessments begin on page 42. For the SAD's, we have an account where we receive the revenue and a debt service account going out. They are all structured repayments with specified end dates and stipulated interest rates.

Mr. Fenner stated we have to be close to the end of Amy Street.

Mrs. Ruth stated there is one more year after this fiscal year's budget.

5. Component Units

Mrs. Ruth stated that Component Units begin on page 53. Economic Development Corporation is a fund with just interest income coming in. The account is not active, so there are no expenditures.

Mayor Haskins stated this has been here forever. It may be something we can use for Southmoor.

Mrs. Ruth stated on page 54, you'll see the Downtown Development Authority (DDA). They have set their budget up and held the public hearing. The final component unit is the building authority. This account has no activity and has a balance of \$3,260.

Mrs. Ellenburg asked about plans to enhance the Welcome to Burton sign at Saginaw and Maple.

Mayor Haskins stated that there are plans for that, as well as something similar on Saginaw and Hemphill.

Mrs. Ruth stated the DDA has budgeted \$20,000 for landscape, lighting, and water to be added to that area.

Discussion continued about the DDA plans, Consumers Energy, the existing banner poles, and potential arches in the downtown district.

Mrs. Ruth stated that it concludes the scheduled topics for tonight. I have the wrap-up prepared for you with the changes we have made. Would you like to complete the wrap-up tonight?

Mr. Johns said yes, please.

Mrs. Ruth provided the council members with a spreadsheet and summarized the recommended changes to the 2026-27 budget.

Mr. Heffner asked about the \$250 tip for employees.

Mayor Haskins stated Plante Moran and the labor attorney have both said this cannot be

a tip.

Mrs. Ellenburg stated, I thought the idea was to commemorate the 250th Anniversary of America. We could buy a bench to put in front of City Hall to honor the employees and the 250th Anniversary. I believe the taxpayers would rather see this. I would like to add \$20,000 to the budget for benches. Council agreed.

Discussion continued about the purchase of benches and ways to reward employees.

Mr. Fenner asked council if they would like to keep the \$33,000 in the budget as a bonus for employees. Council agreed.

Mr. Johns said I have total additions to the budget of \$271,165.00. Is that correct, Madam Controller?

Mrs. Ruth said, yes. The new ending fund balance would be \$1,727,152.00.

Discussion regarding Veterans Memorial Park and the addition of names to the wall. Council is in support of adding additional walls to the Veterans Memorial Park.

Mayor Haskins stated, I will bring you the estimates.

Mr. Heffner stated I would like to put \$60,000 in the budget for engineering under contractual services. Council agreed.

Discussion continued about Veterans Memorial improvements.

Mr. Johns asked for confirmation of the total additions to the budget. Controller Ruth confirmed the total increase is \$331,165.00.

Mr. Fenner thanked the Controller, administration, and council for a smooth budget process. Mayor Haskins agreed. Thank you. We have done things together that have never been done, and I am proud that we can all work together for the betterment of our city.

E. Meeting Adjournment

The meeting was adjourned at 7:06 PM.

[MIN_SIGNATURES]