CITY OF BURTON

BURTON CITY COUNCIL MEETING

MARCH 24, 2020

MINUTES

Council Chambers	Regular Meeting- Rescheduled	5:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 5:00 PM.

A. INVOCATION LED BY: DENNIS O'KEEFE

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Remote	
Dennis O'Keefe	Councilman	Remote	
Steven Heffner	President	Remote	
Danny Wells	Councilman	Excused	
Vaughn Smith	Councilman	Remote	
Gregory Fenner	Vice President	Remote	
Christina Conley	Councilwoman	Remote	

C. STAFF PRESENT REMOTELY

Duane Haskins, Mayor
Charles Abbey, Interim DPW Director
Amanda Doyle, City Attorney
Rik Hayman, Chief of Staff
Racheal Boggs, City Clerk
Brian Ross, Police Chief
Kirk Wilkinson, Fire Chief
Mike Vogt, Assistant Fire Chief
Steve Phillips, IT Director

D. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Mar 2, 2020 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Tom Martinbianco, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

E. ADMINISTRATIVE REPORTS

Mayor Haskins stated because of the remote meeting tonight, we will also be using email for public comment. Please email the Clerk and your comments will be read into the record.

Ms. Boggs stated anyone with public comment for tonight's meeting may email r.boggs@burtonmi.gov.

Mayor Haskins stated what a turn of events not only for the city but for every individual on this earth. I never dreamed that four months after being elected Mayor that our city, county, state and country would be under a mass pandemic. My staff and I have gone from vigorously looking in to water & rates, cutting wasteful spending, census, trying to secure enough funding for roads, union contract strategies and putting my first budget together to a vigorous stay-safe campaign. I declared a state of emergency on Monday, March 16th and by Tuesday, March 17th, we closed City Hall to the public, as the numbers of people infected with the virus doubled over the weekend. I have now ordered all hourly employees to stay home. Department Heads and Administrators are still reporting at this time. All employees are on call in the event that an emergency arises. Waste Management is still working as normal but warned that if their staff gets reduced any further, it could affect collection. For those that know me, you know that I don't look at situations and think, oh, no, the sky is falling. Throughout my life, I have always learned to adapt, adjust and overcome. I have had training for over half my life that has instilled in my well being that you have to remain calm to help restore order. Many people look at police, fire and EMS workers as heros, some of us have even grown up wanting to be one of those heros; either a police officer, firefighter, EMS worker or going as far back as our favorite comic book super hero. Well, during these trying times with the COVID-19 virus, each and every one of us can be heros. If we all do our part with social distancing, washing your hands, coughing in your upper sleeve or tissue and obeying the Governor's orders by staying home and staying safe. Each and every one of us will be heros by doing our part and beating this nasty virus. I realize that locking yourself down and not being able to socialize with friends and family is way more difficult and easier said than it is to actually do but everyone needs to realize that not having a social life for a few weeks is way better than the alternative of not being able to see your loved ones ever again due to the Corona Virus taking your loved ones life. So, I am calling on everyone to step up and be a hero, save life, health and prosperity. I also ask of our heros, please remain calm. If there is a safe way, reach out and help others in need. Walmart, Kroger and Meijer, our three major grocery centers, now have set hours. I ask that you abide by these hours with understanding. This too shall pass. Remember to shop with a purpose to maintain a normal standard of living. All deliveries and manufacturers of food are still on-going, so store shelves will be restocked. I again, understand the more you buy, the less you have to go out but, you can use the apps provided by the stores which will allow you to stay in your vehicle while the store employee brings your items out to you. If we all do our part, the virus will end.

1. Revenue and Expenditure Report as of February 29, 2020

F. COMMITTEE REPORTS

Mr. O'Keefe spoke regarding the 911 Consortium.

G. AUDIENCE PARTICIPATION

No public comment.

Ms. Boggs stated I have received no emails for public comment at this time.

H. COUNCIL DISCUSSION

Mr. Martinbianco expressed concerns regarding the budget during the pandemic.

Mayor Haskins stated we anticipate the stay at home order to be in place for at least two weeks. We will have the budget ready. I will take the direction of the council as to how you would like to receive it.

I. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Doyle) 2/26/2020 to 3/10/2020 in the amount $3,980.25.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

2. Approve and authorize the Attorney Billing (Doyle) 3/11//2020 to 3/23/2020 in the amount $4,248.50.

   Mr. O'keefe asked the attorney about the impact the court offices being closed will have on public safety.

   Attorney Doyle stated people are still being arrested and charged so there should be no impact on safety. They are waiting for arraignments. We will work through it.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

3. Approve and authorize the payment of Attorney Billing (Masud) 1/30/2020 to 2/26/2020 in the amount of $9,950.91.

   Mr. Martinbianco stated he could only come up with $8,800 owed and he is unsure where the other amount comes in.

   Mr. Smith provided an explanation of the attorney bill.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

4. Extension of Professional Services Agreement Presentation by Plante Moran.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

5. Approve and authorize the sale of Vacant Lot - McKeighan, Parcel No. 59-28-528-192, tax reverted to the City of Burton in 2012, to give first and final approval for the sale of this improved parcel to Rebound Funding, LLC, 3079 S. Baldwin Rd., #121, Lake Orion, MI 48359 for the sum of $100 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

6. Approve and Authorize the Mayor and City Clerk to execute a contract with Wade Trim, Inc. 555 S. Saginaw Street, Suite 201 Flint, MI 48502, for Preliminary Engineering of South Bound Grand Traverse, from Hemphill Road to Bristol Road (DPW Project No. 20-003-P), at an estimated cost of $52,700.00, contingent upon approval of the City Attorney.

   Mr. Martinbianco asked if sidewalks will be included in this project.

   Mr. Abbey stated if you want sidewalks, we can do that.

   Mr. Martinbianco stated there are a number of intersections that will need to be handicap-compliant.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

7. Approve and authorize the Mayor and Clerk to enter into an agreement with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108-2771 to complete the preparation of the State Revolving Fund project plan for improvements to the City of Burton's Sanitary Sewer System at a cost not to exceed $32,500.00

   Mr. Smith expressed concern about having the money to do this.

   Mr. Martinbianco inquired about the cost of the project at Atherton Road and Connecticut Street.

Mr. Abbey stated we have to have our plan in place and we are well into this project. The preliminary studies are done. We have money in the sewer fund but, this does not bind us to this.

Mr. Smith asked if this is coming out of the general fund.

Mr. Abbey said, that is correct. This keeps us in the game and gives us options.

Mr. Heffner stated I am okay with it as long as there is no rate increase involved.

RESULT:	**CARRIED [4 TO 2]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	O'Keefe, Heffner, Smith, Fenner
NAYS:	Martinbianco, Conley
EXCUSED:	Wells

8. Approve and authorize the following 2019-2020 budget amendment in the K9 Fund: Increase 2067-0000-671.0000 Donations by $11,200; and Increase 2067-0000-757.0000 Operating Expenditures by $11,200.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

9. Approve and authorize the following 2019-2020 budget amendment in the General Fund: Increase 1001-0000-674.0001 Tree Lighting Donations by $1,600; and Increase 1001-6090-973.1300 Tree Lighting Ceremony by $1,600.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

10. Approve and authorize the following 2019-2020 budget amendment in the Major Streets Fund: Increase 2002-0000-802.7589 Bristol Rd Bridge by $1,000; Increase 2002-4051-802.7591 Belsay Rd (Court to Davison) by $12,500; Increase 2002-4051-802.7593 Center Light Signal CMAQ by $300; Increase 2002-4051-802.7597 Center Rd (Lippincott to Lapeer) by $3,900; Increase 2002-4051-802.7599 Saginaw St (Bristol to Hemphill) by $15,000 and Decrease 2002-0000-390.0000 Unappropriated Surplus by $32,700.

    Mr. Smith expressed concern with the stock market and the rise in MERS.

Mayor Haskins stated the police and fire are working 12 hour shifts to minimize rotations in case of infection. We are monitoring this virus constantly and doing everything we can. There will be budget impacts: Act 51 money, state revenue sharing, etc. We will get through this and persevere.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

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

Meeting was adjourned at 5:43 PM.

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CITY OF BURTON

BURTON CITY COUNCIL MEETING

MARCH 2, 2020

MINUTES

Council Chambers	Regular Meeting	7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 7:00 PM.

A. INVOCATION LED BY: TOM MARTINBIANCO

B. THE PLEDGE OF ALLEGIANCE IS LED BY: TOM MARTINBIANCO

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Dennis O'Keefe	Councilman	Present	
Steven Heffner	President	Present	
Danny Wells	Councilman	Excused	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Vice President	Present	
Christina Conley	Councilwoman	Present	

D. STAFF PRESENT

Duane Haskins, Mayor
Charles Abbey, Interim DPW Director
Racheal Boggs, City Clerk
Kirk Wilkinson, Fire Chief
Brian Ross, Police Chief

E. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Feb 3, 2020 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Tom Martinbianco, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

2. City Council - Regular Meeting - Feb 17, 2020 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Tom Martinbianco, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

F. ADMINISTRATIVE REPORTS

Mayor Haskins stated I would like to thank Mr. Martinbianco for the kind words of Chris Hamilton. He was a great community leader and citizen. Everything he has contributed to our community is going to be missed. He accomplished a lot, especially with the Old News Boys and helping out the underprivileged families and kids. He will be missed. As you noticed in your inbox, you have received the form 5572. This is a copy of our pension plans. It is required to be filed annually by Public Act 202 with the Michigan Department of Treasury. I have received news that the banners are up for the Census. We had the committee meeting for the 2020 Census last week and had a great turn out, there are a lot of community leaders getting involved. We appreciate everyone's involvement and it seems there is quite a buzz going around about it. There is a portion of the Census that concerns me. We had an elderly gentleman come in the Clerk's office this week and reported that he had already completed and returned his Census. This document was several pages long. When I received a copy of it I had called the place and it was actually through the Census Bureau but they call it American Reporting Agency. It is legitimate but it has nothing to do with the Census. This documentation is being mailed out to people and it says that it is required by law, however it is being confused with the Census. I am trying to stress that this is being sent out to random houses all year long and the Census will still need to be completed even if you received this other documentation from this Bureau of the Census. It is way more in depth and in detail than what the Census is. It has nothing to do with the 2020 Census count. March 4th this week at Tia Hialitas at 6:00PM we have our Small Cities and Villages Meeting that the City of Burton is hosting. Also, a reminder that the MML Conference is coming up on March 23rd and 24th, if you are interested in going to that please get registered.

G. COMMITTEE REPORTS

Mrs. Conley stated at the Census meeting Sadonna and I were talking about the next book sale that will be held on April 23rd and 25th, we will have a table set up there for people to do the Census. That way if anyone needs help or is confused they can receive answers.

Mr. Fenner stated on the Census Committee, we had a great turn out this time as the Mayor shared. County Commissioner Ellen Ellenburg was there, she shared with us that the United Way has plenty of documentation that we can get. This will help save us money if we gather our materials from them. Sue Peters from the Community Foundation of Greater Flint was present, she is leading the county efforts in the Census and reported that we are well ahead of the game and was impressed with what we have done so far. Pastor Lee Hagon from the Living Grace Community Church was present, they are opening their doors as a Census hub and providing computers to help people fill out the Census. Invitations will start to be mailed March 12th through March 20th and the actual Census Day will be April 1st.

Mr. Smith stated in the State of Michigan, every person that is missed by the Census represents $1,800.00 per year. For ten years that is $18,000.00 per person. If our numbers come out to 30,000 residents we could get 540 million dollars in funding for our city. This will help our community tremendously so please help spread the word.

Mr. O'Keefe asked Councilman Fenner and Councilman Smith to please stand and show their Burton Census t-shirts. I am so impressed with your attention to detail. The Councilmen attended a Bendle versus Bentley basketball game where Mr. Smith tossed the red t-shirts to the Bentley side and Mr. Fenner tossed the blue t-shirts to the Bendle side.

H. AUDIENCE PARTICIPATION

Jeff Nelson of Burton asked if there is a property located in the city that is dirty with junk and tires, what is the process he should go through to try to get that property cleaned up?

Mr. Heffner stated we can address that during council discussion but he would advise talking to Mr. Abbey.

Mr. Nelson stated I have, he has actually provided me with his direct line to contact him when I began contacting the city about this over a year ago and it was taking so long. There have actually been 19 complaints on this property. Amber and Frank told me they have been fined a couple times already, the people living there don't seem to care. There has been lots of construction done and DPW reports there are no building permits so it is not being inspected. Everyone at DPW has been helpful but it seems like within this year something should have been done.

Mr. Heffner stated we will see if we can get you some answers.

Mr. Martinbianco asked what is the address of this property?

Mr. Nelson stated 5066 Lippincott.

Mr. Martinbianco asked if we have a short term and long term plan for what is going to take place with this property? And how many grievances have been filed against this property?

Mayor Haskins stated the property owners there have actually been to court twice over it, so it's not that the city hasn't been doing anything about it. I believe it would be up to the court system after so many complaints how they would want to handle the issue. The only recourse we have is to continue to cite them and go through the process over again.

Mr. Martinbianco stated if we have an ongoing nuisance at that property it would occur to me that we would most likely be able to take it to court. I'll defer to the attorney for this, but if we have the ongoing nuisance and you have penalties that have been added onto their taxes that may or may not have been paid, we are going to end up in the next stage of where we are at tonight addressing these other properties. I would like to ask Attorney Doyle if you have had any experience with these particular issues?

Attorney Doyle asked Mr. Abbey if he knows the last name of the property owner?

Mr. Abbey stated it is a rental house.

Attorney Doyle stated a lot of times we can get a 30 day order asking that they remedy the issue or the city will go in and do it themselves and then charge the property. But as Councilman Martinbianco said, even when that happens and we do remedy the issue, the issue re-occurs and those expenses that we charge to the property never get paid. Then we end up owning the property. The other option is a circuit court nuisance action. Those are used in the most severe cases and a lot of times it is not very cost effective to go that route. If I knew the name of the owner I would be able to look it up and give you more information.

Mr. Martinbianco stated I hope you will get with the administration tomorrow to get that information. We have severely blighted areas that need to be addressed.

Mayor Haskins stated to Mr. Martinbianco I think part of the problem is, once the complaints get filed, they are cited and end up in court it resolves part of the issue. Then months down the road the issue comes back. I do not know how far the court proceedings can go.

Mr. Fenner asked Mr. Nelson if this is the same renter that has been there the entire time?

Mr. Nelson stated from what he understands, Frank says it is a father that owns the place and he rents it to his son.

Mr. Abbey stated we do stay on this one. Some people are just inclined to live a certain way and its hard to change their habits. The problem is we have issued tickets twice, he was fined by the courts, he pays the fines and cleans it up. Then the cycle starts all over again.

Mr. O'Keefe stated after being cited 19 times and being to court twice it seems like there are some different tools we could use to wrap this thing up. I look at this as a habitual offender that needs to get taken care of.

I. COUNCIL DISCUSSION

Mr. O'Keefe stated over the weekend we received a memo from Colleen Coogan with the Woodhill Group, I would like to go back to the administration and hear your response to the allegations she has made.

Mr. Abbey stated I cannot comment on that because I have not yet received the memo. I did talk to Mrs. Coogan this evening and we scheduled a meeting for next week.

Mr. O'Keefe expressed concern about Ms. Coogan's memo. Have we spoke to anyone at the Woodhill Group since last November?

Mr. Abbey stated I called her on February 5th and left a message. We never received the return call or voice message that Ms. Coogan is referring to. I just got back from vacation and called to set up a meeting.

Mayor Haskins stated there are people who did not receive the memo; Mr. Martinbianco, Mrs. Conley and Mr. Heffner never received it. Communication errors happen.

Further discussion ensued on Colleen Coogan's memo and plans to contact the Woodhill Group.

Mr. O'Keefe stated we hired them to figure out a plan, they did that. Now we need to make some changes to the plan. They need to be involved.

Mr. Abbey stated it is foolish to bring them back prematurely and keep paying them until we know all the details of where the problems are and where we want to go with this. The first part of the plan was to come up with $60,000 per month and that was achieved. The second part was to find equity in who pays the money. This is the part we have differences on as far as how to set this up. Water started a million dollars in the red. What I am saying is a single elderly person ended up with a 49% increase and a multi million dollar corporation got an 8% increase.

Mr. O'Keefe stated there is a huge flaw in this plan. The first thing we should have done is call Woodhill and tell them that story to see what they had to say about it.

Mayor Haskins stated council voted for this in August of 2019. I was elected on November 5th and took office November 19th. The first thing I did was put together a task force to figure this out. I have three people with full time jobs working on this diligently. We hired

Woodhill, this was their recommendation and council approved it. We are the ones working on this and trying to help the residents. Now we are getting bashed like we are doing something wrong.

Mr. O'Keefe stated this is the second group since I have been here that spent months devoting all their efforts on this to figure out a plan and we have our employees who have full time jobs trying to figure it out without consulting The Woodhill Group. I think this is a mistake.

Mayor Haskins stated this is Woodhill's plan. Why would they change it unless we can prove that something else will work. Woodhill spent 8-12 months on this.

Mr. Abbey stated Woodhill already planned to come back after three billing cycles to look at the anomalies and anything else that may surface. Each cycle is one third of the city. The first one rolled out in November. It was premature to bring them in before now.

Mr. O'Keefe stated the Mayor did come in on this late. No one is pointing fingers. I don't think we have the resources to solve this problem. The example you gave of a resident paying more than a commercial business is enough to blow their whole plan. They are on retainer too.

Mr. Abbey stated the meeting next week is to go over what we found and what we think should happen to make the bills fair and equitable. After that, Woodhill will have to go to work to tweak it.

Mr. Martinbianco would like to have Mr. Smith attend the meeting with Woodhill because he handled the financial end of the renegotiated plan.

Mr. Heffner would like to be copied on the emails from Woodhill.

Mrs. Conley stated she feels for Mr. Nelson. She gets a lot of calls about blight. Do I tell people to keep making complaints about these properties?

Mayor Haskins stated when the city gets a call about blight, the Code Enforcer goes out and writes the violation. This begins the process.

Mrs. Conley stated it doesn't cost anything to pick up your yard. The neighbors shouldn't have to look at it. When people try to sell their houses, who wants to buy it when the neighbors don't keep their house up? We all live in Burton and we want to keep it nice. Is there something we can do to remind the residents that it's time to clean up their yards?

Mr. Smith stated many of us have been in Burton for a long time. When people come forward and want to be a part of our public body, what I look for is people who show interest all the time. You can lose friends over this job. It's like being a coach. You have to do what's best for the team. Longevity is important along with passion and involvement in the community. This is sometimes hard to find. I believe we have found this in Gary Kautz. I have known Gary for a while. He trains fireman and has lived in Burton for 42 years. He has been an active member of our community and he will be a benefit to the city. I would like to move to add to the agenda a motion to appoint Gary Kautz to the open Alternate Zoning Board position.

Mr. Martinbianco asked Mr. O'Keefe if this Saturday, March 7th is the test trial of the tornado sirens.

Mr. O'Keefe said, yes at 1:00PM.

J. COUNCIL ACTION

1. Approve and authorize the Attorney Billing (Doyle) 2/12/2020 to 2/25/2020 in the amount $3,377.00.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Christina Conley, Councilwoman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

2. Motion to table the following agenda item: Approve and authorize the payment of Attorney Billing (Masud) December 23, 2019 - January 27, 2020 in the amount of $5,073.00.

   Mr. Martinbianco stated he does not doubt that we owe this bill but he was unable to access the print-out that contained the individual line items that constituted the bill.

RESULT:	**FAILED [3 TO 3]**
MOVER:	Tom Martinbianco, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Fenner
NAYS:	Heffner, Smith, Conley
EXCUSED:	Wells

3. Approve and authorize the payment of Attorney Billing (Masud) December 23, 2019 - January 27, 2020 in the amount of $5,073.00.

   Mr. Martinbianco asked when the next time a representative from Masud will be available to discuss this as well as items of general interest relative to contractual discussions. I would like him here at the next meeting because there is an awful lot of movement going on between December 23rd and January 27th that we need to be made aware of. In the meantime, I will be voting no on this payment.

   Mr. O'Keefe stated the Clerk emailed everyone a second packet that had the bill attached. There are a lot of expenses on this bill that involve an employee situation that I have no knowledge of. I thought we might have an executive session regarding this. Because I have no knowledge of the situation, I will be voting no as well.

   Mr. Martinbianco stated it will behoove the administration to provide the council with a list of employees, their job classifications and how they are performing so we can make better evaluations in the upcoming budget. This may help solve a lot of problems for the Mayor as well.

   Mr. Smith stated he is looking at the bill right now. He has been able to access it the whole time. There are multiple employee situations listed here. It is very detailed and I don't see a problem with it. I will vote to approve it.

Mr. Martinbianco stated he did receive the second email and thanked the Clerk for sending it out. He just was not able to access it. The charges are probably legitimate but he has not been able to read it. Anytime there is a change in administration there are hiccups.

Mr. O'Keefe stated he does not have a problem with the charges on the bill. It is the financial implications behind it. I would like a better handle on what is going on. I don't doubt that Masud did the work, I just don't know why they did the work.

Mr. Heffner stated we hired Masud to do work for us and they have done a lot of work for us. They deserve to get paid for their work. I am sure we will find out all the details we want to know in closed session. I feel we need to pay the bill.

RESULT:	**FAILED [3 TO 3]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Heffner, Smith, Conley
NAYS:	Martinbianco, O'Keefe, Fenner
EXCUSED:	Wells

4. Approve and authorize the sale of Vacant Lot to the highest bidder with the applicable conditions, to give final approval for the same of this improved lot, for the sum of cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate the sale as follows: Parcel 59-29-576-052, Vacant Lot on Donovan, to Howard Chatterson 2285 Donovan St. Burton, MI 48529 for the amount of $1,000.00 with the condition that the property must be combined with parcel number 59-29-576-054

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

5. Motion to table the following agenda item: Approve and Authorize the sale of a parcel of land that contains improved structures to the highest bidder with the condition that a building inspection be completed within 15 days and repair made within 90 days of the closing, to give final approval for the same of this improved lot, for the sum of cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate the sale.

   Motion was made by Mr. Martinbianco.

   No support.

RESULT:	**FAILED LACK OF SUPPORT**

6. Approve and Authorize the sale of a parcel of land that contains improved structures to the highest bidder with the condition that a building inspection be completed within 15 days and repair made within 90 days of the closing, to give final approval for the same of this improved lot, for the sum of cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate the sale as follows: Parcel 59-12-526-052, 1416 Kra Nur to Vash Investments 4040 Bristol Rd. Burton, MI 48519 for the amount of $31,500.00 Parcel 59-15-300-006, 4080 Lapeer Rd to Joel and Kelly Diamond 2132 Pero Lake Rd. Lapeer, MI 48446 for the amount of $17,621.00 Parcel 59-22-529-038, 2084 Bramblewood to Jennifer Qualls 7556 Parsonage Rd. Saranac, MI 48881 for the amount of $3,600.00 Parcel 59-30-576-002, 3380 S. Saginaw St to James Binkley 3376 S. Saginaw St. Burton, MI 48529 for the amount of $10,163.00 Parcel 59-30-577-142, 1243 Norton St. to Matthew Kimball 1814 Bayberry Ln. Flint, MI 48507 for the amount of $3,860.00 Parcel 59-30-578-068, 1463 Donovan St. to Douglas Brown & Rhonda Cody-Brown 2205 Judd Rd. Burton, MI 48529 for the amount of $4,000.00

   Mr. Martinbianco stated we have deviated from past practice. This is not a parcel of land. It is 8,10,12 different parcels here. The language in the resolution is inaccurate. Also, it states a building inspection to be completed within 15 days and repairs made within 90 days. I don't think that has been legitimized as a set amount of time. He asked the City Attorney if this is in the ordinance or if council has set a policy regarding this. We are trying to lump these into a package and I think historically and as part of council policy, we have always delineated each one of these parcels.

   Discussion regarding council policy as it relates to the property sold on Saginaw Street.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

7. Approve and authorize the sale of Vacant Lot owned by the City of Burton since 2018 - Connell St., Parcel No. 59-30-578-247, to give first and final approval for the sale of this improved parcel to Rocky Brook Land Company, Inc., 483 Billings Rd., Hermon, ME 04401 for the sum of $100.00 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

   Mayor Haskins clarified that each one of these properties were listed and bid on separately using the sealed bid process.

   Mr. Martinbinaco stated as far as I know, council policy is that each of these have to be talked about separately and delineated in motions. Now, if we have a problem, we should be able to vote on each on an individual basis.

Mr. Heffner asked for the City Attorney's opinion.

Attorney Doyle stated Mr. Martinbianco can make a motion to make them all separate agenda items. Other than that, there has been no written policy that states this.

Mr. Fenner asked, if there is an issue with a certain property, can we make a motion just to take that one out?

Attorney Doyle said, yes.

Mr. Smith stated he is looking at the final list to be sold. 1416 Kra-Nur had a minimum bid of $20,000 and we sold it for $31,500. 4080 Lapeer had a minimum bid was $15,000 and we sold it for $17,621. 2084 Bramblewood had a minimum bid of $3,500 and we sold it for $3,600. A vacant lot on Donovan Street had a minimum of $250 and we sold it for $1,000. 3380 Saginaw had a minimum bid of $8,000 and we sold it for $10,163. 1243 Norton had a minimum bid of $3,500 and we sold it for $3,860. 1463 Donovan had a minimum bid of $3,500 and we sold it for $4,000. All of these exceeded the minimum bid and total amount we received was $71,744.00. We did pretty well. All the information is here. I will be voting yes for this.

Mr. O'Keefe stated he concurs with Mr. Smith. We got these off the books. This is a sterile process and that's what I like. Everyone in the city has an equal chance to buy these.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

8. Approve and authorize the sale of Vacant Lot owned by the City of Burton since 2015 - Kenneth St., Parcel No. 59-29-555-049, to give first and final approval for the sale of this improved parcel to Rocky Brook Land Company, Inc., 483 Billings Rd., Hermon, ME 04401 for the sum of $100.00 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

9. Approve and authorize the sale of Vacant Lot owned by the City of Burton since 2018 - Carman St., Parcel No. 59-30-577-214, to give first and final approval for the sale of this improved parcel to Rocky Brook Land Company, Inc., 483 Billings Rd., Hermon, ME 04401 for the sum of $100.00 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Gregory Fenner, Vice President
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

10. Approve and authorize the designation of Interim Deputy DPW Director Amber Abbey as Street Administrator as required by Section 247.663.13(9) of Public Acts 51 of 1951.

Mr. Martinbiance stated this is an example of the discussion earlier about trying to get abetter handle on what's going on. We need a departmental flowchart especially as we get closer to budget season.

Mr. Okeefe asked, what is Mr. Abbey's title?

Mayor Haskins stated Interim DPW Director. Amber is the Interim Deputy DPW Director. Which is the assistant to the Director.

Mr. Smith stated this is going to be sent to the Michigan Department of Transportation. This is just paperwork that is required to keep the state happy.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Tom Martinbianco, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

11. Motion to add to the agenda: Approve and authorize the appointment of Gary Kautz as Zoning Board of Appeals Alternate.

Mr. Heffner opened audience participation for the purpose of the addition to the agenda: Motion to add to the agenda: Approve and authorize the appointment of Gary Kautz as Zoning Board of Appeals Alternate.

No audience participation.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

12. Motion to Approve and authorize the appointment of Gary Kautz as Zoning Board of Appeals Alternate.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Wells

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

Meeting was adjourned at 8:21 PM.

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

SCHEDULED

Meeting: 03/24/20 05:00 PM
Department: Controller's Office
Category: Report
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

INFORMATION ITEM (ID # 4762)

DOC ID: 4762

Revenue and Expenditure Report as of February 29, 2020

ATTACHMENTS:

- Revenue and Expenditure Report 2-29-20 (PDF)

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Revenues						
Dept 0000						
1001-0000-403.0000	CURRENT REAL/PERSONAL TAXES	2,374,500.00	2,229,764.94	11,866.09	144,735.06	93.90
1001-0000-404.0000	TAX CHARGEBACKS	(75,000.00)	0.00	0.00	(75,000.00)	0.00
1001-0000-407.0000	DELINQUENT PERSONAL TAXES	600.00	0.00	0.00	600.00	0.00
1001-0000-446.0000	INTEREST & PENALTIES ON TAXES	120,000.00	44,133.89	7,092.48	75,866.11	36.78
1001-0000-450.0000	ALL PERMITS & LICENSE FEES	7,000.00	6,328.50	1,321.50	671.50	90.41
1001-0000-453.0000	FRANCHISE FEES	400,000.00	207,014.42	86,006.99	192,985.58	51.75
1001-0000-454.0000	LEASE FEES	39,500.00	29,252.56	3,708.41	10,247.44	74.06
1001-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	50,000.00	63,492.62	0.00	(13,492.62)	126.99
1001-0000-574.0000	STATE SHARED REVENUES	2,868,600.00	1,029,901.00	0.00	1,838,699.00	35.90
1001-0000-576.0000	LIQUOR FEES	19,000.00	18,704.95	0.00	295.05	98.45
1001-0000-608.0000	BOARD OF APPEALS	8,000.00	5,200.00	1,350.00	2,800.00	65.00
1001-0000-618.0000	ADMINISTRATION FEES	290,000.00	261,388.14	18,384.33	28,611.86	90.13
1001-0000-622.0000	ZONING FEES	11,000.00	4,420.00	330.00	6,580.00	40.18
1001-0000-627.0000	COPY FEES	1,900.00	793.50	111.78	1,106.50	41.76
1001-0000-666.0000	INTEREST INCOME	15,000.00	63,086.17	0.00	(48,086.17)	420.57
1001-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	29,043.48	0.00	(29,043.48)	100.00
1001-0000-673.0000	SALE OF ASSETS	5,800.00	233,148.94	6,330.00	(227,348.94)	4,019.81
1001-0000-674.0000	PARKS AND REC DONATIONS	3,000.00	42.72	0.00	2,957.28	1.42
1001-0000-674.0001	TREE LIGHTING DONATIONS	0.00	1,650.00	0.00	(1,650.00)	100.00
1001-0000-675.0000	REFUNDS & REBATES	14,000.00	11,431.70	0.00	2,568.30	81.66
1001-0000-678.0000	REIMBURSEMENT INCOME	20,000.00	60.47	0.00	19,939.53	0.30
1001-0000-691.0653	MEMORIAL DAY PARADE DONATIONS	1,000.00	0.00	0.00	1,000.00	0.00
1001-0000-691.5013	TRANSFER FROM DDA	2,000.00	2,000.00	0.00	0.00	100.00
1001-0000-694.0000	OTHER REVENUES	12,000.00	2,078.89	200.00	9,921.11	17.32
Total Dept 0000		6,187,900.00	4,242,936.89	136,701.58	1,944,963.11	68.57
TOTAL REVENUES		6,187,900.00	4,242,936.89	136,701.58	1,944,963.11	68.57
Expenditures						
Dept 1001 - COUNCIL						
1001-1001-703.0000	SALARY	67,000.00	44,666.81	5,583.35	22,333.19	66.67
1001-1001-710.0000	BOARD OF REVIEW	3,000.00	350.00	0.00	2,650.00	11.67
1001-1001-719.0000	FRINGE BENEFITS	67,500.00	42,532.67	1,648.22	24,967.33	63.01
1001-1001-727.0000	OFFICE SUPPLIES	1,500.00	177.86	0.00	1,322.14	11.86
1001-1001-728.0000	INFORMATION TECH ALLOCATION	32,900.00	32,000.00	0.00	900.00	97.26
1001-1001-731.0000	POSTAGE	100.00	0.00	0.00	100.00	0.00
1001-1001-754.0000	CENSUS SUPPLIES	5,000.00	5,474.06	5,223.45	(474.06)	109.48
1001-1001-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	22,000.00	18,445.42	0.00	3,554.58	83.84
1001-1001-818.0000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
1001-1001-818.0001	MASTER PLAN	2,000.00	0.00	0.00	2,000.00	0.00
1001-1001-818.0002	SPEC INTERNAL CONTROL REVIEW	50,000.00	6,162.50	0.00	43,837.50	12.33
1001-1001-826.0000	LEGAL	110,000.00	24,724.75	2,770.75	85,275.25	22.48
1001-1001-828.0000	MEMBERSHIP & DUES	13,000.00	11,172.83	0.00	1,827.17	85.94
1001-1001-864.0000	TRAINING	12,000.00	7,094.20	0.00	4,905.80	59.12
1001-1001-900.0000	NOTICES	5,000.00	1,084.50	152.28	3,915.50	21.69
1001-1001-910.0000	INSURANCE	114,600.00	90,498.33	0.00	24,101.67	78.97
1001-1001-956.0000	MISCELLANEOUS	400.00	157.19	0.00	242.81	39.30
Total Dept 1001 - COUNCIL		511,000.00	284,541.12	15,378.05	226,458.88	55.68
Dept 1071 - MAYOR						
1001-1071-703.0000	SALARY	86,000.00	56,067.53	6,557.60	29,932.47	65.19
1001-1071-706.0000	SALARIES PERMANENT	81,300.00	45,531.14	5,690.43	35,768.86	56.00

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Fund 1001 - GENERAL FUND						
Expenditures						
1001-1071-717.0000	RETIREMENT - MERS ACTIVE	12,900.00	3,138.28	989.53	9,761.72	24.33
1001-1071-718.0000	RETIREMENT - MERS RETIREES	29,800.00	22,483.84	1,675.76	7,316.16	75.45
1001-1071-719.0000	FRINGE BENEFITS	131,500.00	102,044.47	1,812.18	29,455.53	77.60
1001-1071-727.0000	OFFICE SUPPLIES	1,000.00	1,191.78	63.00	(191.78)	119.18
1001-1071-728.0000	INFORMATION TECH ALLOCATION	13,400.00	19,000.00	0.00	(5,600.00)	141.79
1001-1071-731.0000	POSTAGE	500.00	94.35	32.50	405.65	18.87
1001-1071-757.0000	OPERATING EXPENDITURES	1,000.00	1,287.32	0.00	(287.32)	128.73
1001-1071-818.0000	CONTRACTUAL SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
1001-1071-828.0000	MEMBERSHIP & DUES	2,500.00	1,500.00	0.00	1,000.00	60.00
1001-1071-863.0000	AUTO REPAIR	1,500.00	0.00	0.00	1,500.00	0.00
1001-1071-864.0000	TRAINING	7,500.00	5,632.46	0.00	1,867.54	75.10
1001-1071-867.0000	GAS & OIL	1,400.00	1,215.28	0.00	184.72	86.81
1001-1071-910.0000	INSURANCE	1,100.00	424.31	0.00	675.69	38.57
1001-1071-956.0000	MISCELLANEOUS	400.00	305.80	0.00	94.20	76.45
1001-1071-984.0000	OFFICE EQUIPMENT	700.00	700.00	0.00	0.00	100.00
1001-1071-985.0000	VEHICLE	50,400.00	50,331.00	0.00	69.00	99.86
Total Dept 1071 - MAYOR		423,900.00	310,947.56	16,821.00	112,952.44	73.35
Dept 1091 - ELECTION						
1001-1091-706.0000	SALARIES PERMANENT	64,400.00	30,693.07	3,622.77	33,706.93	47.66
1001-1091-709.0000	OVERTIME	11,500.00	2,846.21	282.92	8,653.79	24.75
1001-1091-710.0000	FEES PER DIEM	43,000.00	26,944.18	240.00	16,055.82	62.66
1001-1091-717.0000	RETIREMENT - MERS ACTIVE	3,400.00	1,324.20	0.00	2,075.80	38.95
1001-1091-718.0000	RETIREMENT - MERS RETIREES	26,100.00	11,676.64	0.00	14,423.36	44.74
1001-1091-719.0000	FRINGE BENEFITS	37,800.00	20,430.61	779.38	17,369.39	54.05
1001-1091-727.0000	SUPPLIES	6,000.00	930.04	0.00	5,069.96	15.50
1001-1091-728.0000	INFORMATION TECH ALLOCATION	3,000.00	2,900.00	0.00	100.00	96.67
1001-1091-731.0000	POSTAGE	7,100.00	5,146.95	1,405.30	1,953.05	72.49
1001-1091-757.0000	OPERATING EXPENDITURES	200.00	56.50	0.00	143.50	28.25
1001-1091-818.0000	CONTRACTUAL SERVICE	7,000.00	3,705.10	0.00	3,294.90	52.93
1001-1091-861.0000	AUTO ALLOWANCE	600.00	444.61	0.00	155.39	74.10
1001-1091-864.0000	TRAINING	4,000.00	1,181.63	0.00	2,818.37	29.54
1001-1091-900.0000	NOTICES	400.00	0.00	0.00	400.00	0.00
1001-1091-943.0000	EQUIPMENT RENTAL	1,700.00	249.08	0.00	1,450.92	14.65
1001-1091-956.0000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
1001-1091-977.7089	NEW EQUIPMENT	24,000.00	19,117.92	597.60	4,882.08	79.66
Total Dept 1091 - ELECTION		240,300.00	127,646.74	6,927.97	112,653.26	53.12
Dept 2009 - ASSESSOR						
1001-2009-703.0000	SALARY	75,000.00	48,566.32	5,816.32	26,433.68	64.76
1001-2009-706.0000	SALARIES PERMANENT	137,000.00	63,269.66	7,414.40	73,730.34	46.18
1001-2009-709.0000	OVERTIME	1,500.00	343.14	0.00	1,156.86	22.88
1001-2009-717.0000	RETIREMENT - MERS ACTIVE	8,000.00	4,010.30	572.90	3,989.70	50.13
1001-2009-718.0000	RETIREMENT - MERS RETIREES	72,200.00	46,148.78	5,328.88	26,051.22	63.92
1001-2009-719.0000	FRINGE BENEFITS	90,400.00	59,851.68	2,597.04	30,548.32	66.21
1001-2009-727.0000	OFFICE SUPPLIES	1,200.00	819.24	427.57	380.76	68.27
1001-2009-728.0000	INFORMATION TECH ALLOCATION	12,000.00	14,600.00	0.00	(2,600.00)	121.67
1001-2009-731.0000	POSTAGE	7,500.00	6,811.60	593.05	688.40	90.82
1001-2009-757.0000	OPERATING EXPENDITURES	200.00	185.52	0.00	14.48	92.76
1001-2009-818.0000	CONTRACTUAL SERVICE	4,000.00	980.65	705.00	3,019.35	24.52
1001-2009-818.7100	PICTOMETRY & ORTHOIMAGERY PROJECT	3,000.00	0.00	0.00	3,000.00	0.00
1001-2009-826.0000	LEGAL	2,000.00	118.75	25.00	1,881.25	5.94
1001-2009-828.0000	MEMBERSHIP & DUES	1,000.00	825.00	0.00	175.00	82.50

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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Expenditures						
1001-2009-863.0000	AUTO REPAIR	3,000.00	559.34	135.03	2,440.66	18.64
1001-2009-864.0000	TRAINING	4,000.00	2,416.51	0.00	1,583.49	60.41
1001-2009-867.0000	GAS & OIL	500.00	142.24	0.00	357.76	28.45
1001-2009-868.0000	AUTO WASH	100.00	6.00	6.00	94.00	6.00
1001-2009-984.0000	OFFICE EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 2009 - ASSESSOR		423,600.00	249,654.73	23,621.19	173,945.27	58.94
Dept 2015 - CLERK						
1001-2015-703.0000	CLERK SALARY	60,600.00	31,539.03	4,659.20	29,060.97	52.04
1001-2015-706.0000	SALARIES PERMANENT	22,500.00	10,433.66	1,207.67	12,066.34	46.37
1001-2015-709.0000	OVERTIME	2,400.00	1,839.81	195.25	560.19	76.66
1001-2015-717.0000	RETIREMENT - MERS ACTIVE	4,000.00	2,003.43	458.94	1,996.57	50.09
1001-2015-718.0000	RETIREMENT - MERS RETIREES	36,400.00	17,480.81	3,869.00	18,919.19	48.02
1001-2015-719.0000	FRINGE BENEFITS	32,000.00	8,631.16	1,132.60	23,368.84	26.97
1001-2015-727.0000	OFFICE SUPPLIES	800.00	760.59	49.28	39.41	95.07
1001-2015-728.0000	INFORMATION TECH ALLOCATION	9,000.00	8,700.00	0.00	300.00	96.67
1001-2015-731.0000	POSTAGE	400.00	146.20	4.70	253.80	36.55
1001-2015-757.0000	OPERATING EXPENDITURES	100.00	56.50	0.00	43.50	56.50
1001-2015-818.0000	CONTRACTUAL SERVICE	700.00	0.00	0.00	700.00	0.00
1001-2015-828.0000	MEMBERSHIP & DUES	1,000.00	407.00	55.00	593.00	40.70
1001-2015-861.0000	AUTO ALLOWANCE	400.00	0.00	0.00	400.00	0.00
1001-2015-864.0000	TRAINING	3,500.00	232.98	0.00	3,267.02	6.66
1001-2015-956.0000	MISCELLANEOUS	300.00	35.00	0.00	265.00	11.67
1001-2015-977.7089	NEW EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 2015 - CLERK		175,100.00	82,266.17	11,631.64	92,833.83	46.98
Dept 2023 - CONTROLLER						
1001-2023-703.0000	CONTROLLER SALARY	9,800.00	6,355.42	747.68	3,444.58	64.85
1001-2023-706.0000	SALARIES PERMANENT	22,200.00	14,257.21	1,712.45	7,942.79	64.22
1001-2023-709.0000	OVERTIME	1,600.00	1,054.42	9.06	545.58	65.90
1001-2023-717.0000	RETIREMENT - MERS ACTIVE	3,000.00	24.84	2.92	2,975.16	0.83
1001-2023-718.0000	RETIREMENT - MERS RETIREES	14,200.00	6,857.37	808.00	7,342.63	48.29
1001-2023-719.0000	FRINGE BENEFITS	15,900.00	10,675.21	447.88	5,224.79	67.14
1001-2023-727.0000	OFFICE SUPPLIES	1,600.00	644.39	0.00	955.61	40.27
1001-2023-728.0000	INFORMATION TECH ALLOCATION	12,000.00	11,600.00	0.00	400.00	96.67
1001-2023-731.0000	POSTAGE	200.00	26.80	22.20	173.20	13.40
1001-2023-818.0000	CONTRACTUAL SERVICE	1,500.00	1,000.00	0.00	500.00	66.67
1001-2023-828.0000	MEMBERSHIP & DUES	1,800.00	990.00	0.00	810.00	55.00
1001-2023-864.0000	TRAINING	3,400.00	216.75	0.00	3,183.25	6.38
1001-2023-956.0000	MISCELLANEOUS	400.00	0.00	0.00	400.00	0.00
Total Dept 2023 - CONTROLLER		87,600.00	53,702.41	3,750.19	33,897.59	61.30
Dept 2053 - TREASURER						
1001-2053-703.0000	TREASURER SALARY	25,300.00	16,340.23	1,900.04	8,959.77	64.59
1001-2053-706.0000	SALARIES PERMANENT	11,200.00	6,829.65	941.93	4,370.35	60.98
1001-2053-709.0000	OVERTIME	200.00	410.25	0.88	(210.25)	205.13
1001-2053-717.0000	RETIREMENT - MERS ACTIVE	3,800.00	2,418.56	285.00	1,381.44	63.65
1001-2053-718.0000	RETIREMENT - MERS RETIREES	500.00	233.79	28.34	266.21	46.76
1001-2053-719.0000	FRINGE BENEFITS	17,400.00	11,620.48	468.91	5,779.52	66.78
1001-2053-727.0000	OFFICE SUPPLIES	600.00	482.84	0.00	117.16	80.47
1001-2053-728.0000	INFORMATION TECH ALLOCATION	3,000.00	2,900.00	0.00	100.00	96.67

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 1001 - GENERAL FUND						
Expenditures						
1001-2053-731.0000	POSTAGE	16,000.00	11,213.95	144.70	4,786.05	70.09
1001-2053-757.0000	OPERATING EXPENDITURES	200.00	34.69	0.00	165.31	17.35
1001-2053-818.0000	CONTRACTUAL SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
1001-2053-827.0000	TAX ROLL EXPENSE	8,000.00	6,769.54	0.00	1,230.46	84.62
1001-2053-828.0000	MEMBERSHIP & DUES	300.00	75.00	0.00	225.00	25.00
1001-2053-864.0000	TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
1001-2053-956.3000	BANKING SUPPLIES	500.00	291.83	0.00	208.17	58.37
1001-2053-984.0000	OFFICE EQUIPMENT	1,500.00	445.98	0.00	1,054.02	29.73
Total Dept 2053 - TREASURER		91,000.00	60,066.79	3,769.80	30,933.21	66.01
Dept 2065 - CITY HALL						
1001-2065-706.0000	SALARIES PERMANENT	21,500.00	15,477.50	1,890.45	6,022.50	71.99
1001-2065-709.0000	OVERTIME	400.00	323.43	0.00	76.57	80.86
1001-2065-717.0000	RETIREMENT - MERS ACTIVE	0.00	10.65	7.43	(10.65)	100.00
1001-2065-718.0000	RETIREMENT - MERS RETIREES	1,200.00	795.50	164.30	404.50	66.29
1001-2065-719.0000	FRINGE BENEFITS	13,000.00	7,201.29	398.90	5,798.71	55.39
1001-2065-727.0000	OFFICE SUPPLIES	6,000.00	3,289.74	611.02	2,710.26	54.83
1001-2065-728.0000	INFORMATION TECH ALLOCATION	145,900.00	148,800.00	0.00	(2,900.00)	101.99
1001-2065-757.0000	OPERATING EXPENDITURES	300.00	101.00	0.00	199.00	33.67
1001-2065-818.0000	CONTRACTUAL SERVICE	6,500.00	4,350.75	1,096.64	2,149.25	66.93
1001-2065-825.0000	JANITORIAL	8,800.00	5,760.00	720.00	3,040.00	65.45
1001-2065-826.0000	LEGAL	20,000.00	1,226.25	0.00	18,773.75	6.13
1001-2065-910.0000	BUILDING INSURANCE	6,000.00	9,233.84	0.00	(3,233.84)	153.90
1001-2065-920.0000	UTILITIES	42,000.00	22,015.27	0.00	19,984.73	52.42
1001-2065-920.1000	ERC LED PROGRAM	7,200.00	4,786.72	593.34	2,413.28	66.48
1001-2065-937.0000	BUILDING MAINT & SUPPLIES	25,000.00	6,799.69	312.43	18,200.31	27.20
1001-2065-937.8000	ADA BLDG/MAINT & SUPPLIES	4,000.00	348.26	0.00	3,651.74	8.71
1001-2065-938.0000	MAINT OF GROUNDS	6,000.00	2,082.50	237.65	3,917.50	34.71
1001-2065-943.0000	EQUIPMENT RENTAL	8,000.00	10,627.94	934.23	(2,627.94)	132.85
1001-2065-956.0401	PAYMENT ON PENSION UAL	1,000,000.00	1,000,000.00	0.00	0.00	100.00
1001-2065-977.7089	NEW EQUIPMENT	14,000.00	1,087.98	0.00	12,912.02	7.77
1001-2065-977.7090	CITY HALL EXPANSION/LEASE DEBT SERVICE	134,700.00	2,790.15	0.00	131,909.85	2.07
Total Dept 2065 - CITY HALL		1,470,500.00	1,247,108.46	6,966.39	223,391.54	84.81
Dept 2071 - PUBLIC SERVICE						
1001-2071-879.0000	PUBLIC RELATIONS	2,500.00	0.00	0.00	2,500.00	0.00
1001-2071-880.0000	ECONOMIC DEVELOPMENT-NEXT CORP	3,000.00	0.00	0.00	3,000.00	0.00
1001-2071-922.0000	DRAINS AT LARGE	46,000.00	33,662.50	0.00	12,337.50	73.18
1001-2071-922.0001	GILKEY CREEK PRINCIPAL	39,000.00	38,924.00	0.00	76.00	99.81
1001-2071-922.0002	GILKEY CREEK INTEREST	3,600.00	2,947.79	0.00	652.21	81.88
1001-2071-926.0000	STREET LIGHTING	465,000.00	260,519.65	3,088.68	204,480.35	56.03
1001-2071-959.7654	DISASTER AID	10,000.00	0.00	0.00	10,000.00	0.00
1001-2071-959.7660	HOLIDAY DECORATIONS/LABOR COST	5,000.00	2,182.71	0.00	2,817.29	43.65
1001-2071-961.0000	WEED CUTTING - TAX REVERTED PROP.	37,000.00	21,057.64	1,418.38	15,942.36	56.91
Total Dept 2071 - PUBLIC SERVICE		611,100.00	359,294.29	4,507.06	251,805.71	58.79
Dept 6090 - PARKS & RECREATION						
1001-6090-705.0000	RECREATION DIRECTOR STIPEND	10,000.00	6,739.23	769.24	3,260.77	67.39
1001-6090-706.0000	SALARIES PERMANENT	2,700.00	227.41	61.92	2,472.59	8.42
1001-6090-709.0000	OVERTIME	600.00	399.93	0.00	200.07	66.66
1001-6090-710.0000	COMMISSION SALARIES	5,000.00	1,970.00	210.00	3,030.00	39.40

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
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Fund 1001 - GENERAL FUND						
Expenditures						
1001-6090-717.0000	RETIREMENT - MERS ACTIVE	100.00	12.77	0.00	87.23	12.77
1001-6090-718.0000	RETIREMENT - MERS RETIREES	1,500.00	142.11	0.00	1,357.89	9.47
1001-6090-719.0000	FRINGE BENEFITS	2,300.00	1,380.01	127.89	919.99	60.00
1001-6090-728.0000	INFORMATION TECH ALLOCATION	1,500.00	1,500.00	0.00	0.00	100.00
1001-6090-731.0000	POSTAGE	1,500.00	722.70	58.70	777.30	48.18
1001-6090-757.0000	OPERATING EXPENDITURES	3,500.00	1,259.91	0.00	2,240.09	36.00
1001-6090-818.0000	CONTRACTUAL SERVICES	10,000.00	2,471.02	0.00	7,528.98	24.71
1001-6090-920.1000	ERC LED PROGRAM	1,800.00	1,158.48	144.81	641.52	64.36
1001-6090-938.0000	MAINT OF GROUNDS	14,000.00	6,711.54	0.00	7,288.46	47.94
1001-6090-943.0000	EQUIPMENT RENTAL	12,700.00	7,595.90	49.22	5,104.10	59.81
1001-6090-956.0000	MISCELLANEOUS	700.00	0.00	0.00	700.00	0.00
1001-6090-959.7674	MEMORIAL DAY PARADE	20,000.00	388.51	34.99	19,611.49	1.94
1001-6090-962.0000	TRAINING & MEMBERSHIPS	1,000.00	490.00	0.00	510.00	49.00
1001-6090-973.0000	P & R COMMUNITY EVENTS	4,000.00	0.00	0.00	4,000.00	0.00
1001-6090-973.1000	EASTER EGG HUNT	2,000.00	0.00	0.00	2,000.00	0.00
1001-6090-973.1200	TRICK OR TREAT TRAIL	4,000.00	3,099.82	0.00	900.18	77.50
1001-6090-973.1300	TREE LIGHTING CEREMONY	3,000.00	4,152.63	0.00	(1,152.63)	138.42
1001-6090-973.1400	PIZZA WITH SANTA	3,000.00	880.87	0.00	2,119.13	29.36
Total Dept 6090 - PARKS & RECREATION		104,900.00	41,302.84	1,456.77	63,597.16	39.37
Dept 8001 - PLANNING						
1001-8001-706.0000	SALARIES PERMANENT	25,700.00	17,004.66	2,461.94	8,695.34	66.17
1001-8001-709.0000	OVERTIME	1,100.00	906.75	34.98	193.25	82.43
1001-8001-710.0000	COMMISSION SALARIES	5,000.00	1,480.00	0.00	3,520.00	29.60
1001-8001-717.0000	RETIREMENT - MERS ACTIVE	2,400.00	1,544.29	232.23	855.71	64.35
1001-8001-718.0000	RETIREMENT - MERS RETIREES	17,200.00	13,082.40	1,957.73	4,117.60	76.06
1001-8001-719.0000	FRINGE BENEFITS	17,800.00	11,481.06	464.34	6,318.94	64.50
1001-8001-727.0000	SUPPLIES & POSTAGE	700.00	283.85	0.00	416.15	40.55
1001-8001-757.0000	OPERATING EXPENDITURES	0.00	4.52	0.00	(4.52)	100.00
1001-8001-818.0000	CONTRACTUAL SERVICE	43,500.00	30,851.46	0.00	12,648.54	70.92
1001-8001-826.0000	LEGAL	10,000.00	1,593.75	0.00	8,406.25	15.94
1001-8001-828.0000	MEMBERSHIP & DUES	200.00	152.50	0.00	47.50	76.25
1001-8001-864.0000	TRAINING	2,000.00	382.51	0.00	1,617.49	19.13
1001-8001-900.0000	NOTICES	600.00	84.60	42.30	515.40	14.10
Total Dept 8001 - PLANNING		126,200.00	78,852.35	5,193.52	47,347.65	62.48
Dept 8005 - ZONING						
1001-8005-706.0000	SALARIES PERMANENT	25,700.00	16,988.58	2,417.90	8,711.42	66.10
1001-8005-709.0000	OVERTIME	700.00	722.49	34.97	(22.49)	103.21
1001-8005-710.0000	BOARD SALARIES	5,000.00	1,190.00	0.00	3,810.00	23.80
1001-8005-717.0000	RETIREMENT - MERS ACTIVE	2,300.00	1,538.76	227.88	761.24	66.90
1001-8005-718.0000	RETIREMENT - MERS RETIREES	17,200.00	13,035.93	1,921.20	4,164.07	75.79
1001-8005-719.0000	FRINGE BENEFITS	18,100.00	11,427.09	457.12	6,672.91	63.13
1001-8005-727.0000	SUPPLIES & POSTAGE	800.00	80.86	5.85	719.14	10.11
1001-8005-757.0000	OPERATING EXPENDITURES	100.00	4.52	0.00	95.48	4.52
1001-8005-828.0000	MEMBERSHIP & DUES	100.00	92.50	0.00	7.50	92.50
1001-8005-864.0000	TRAINING	2,000.00	382.52	0.00	1,617.48	19.13
1001-8005-900.0000	NOTICES	1,000.00	338.40	126.90	661.60	33.84
Total Dept 8005 - ZONING		73,000.00	45,801.65	5,191.82	27,198.35	62.74
Dept 9001 - CAPITAL OUTLAY						

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Fund 1001 - GENERAL FUND						
Expenditures						
1001-9001-974.0000	RESURFACE DPW PARKING LOT	60,000.00	0.00	0.00	60,000.00	0.00
Total Dept 9001 - CAPITAL OUTLAY		60,000.00	0.00	0.00	60,000.00	0.00
Dept 9099 - TRANSFERS OUT						
1001-9099-999.2003	TRANSFER TO LOCAL STREETS	30,000.00	30,000.00	0.00	0.00	100.00
1001-9099-999.2006	TRANSFER TO FIRE DEPARTMENT FUND	879,200.00	879,200.00	0.00	0.00	100.00
1001-9099-999.2007	TRANSFER TO POLICE FUND	252,000.00	252,000.00	0.00	0.00	100.00
1001-9099-999.2069	TRANSFER TO SENIOR CITIZENS FUND	180,000.00	180,000.00	0.00	0.00	100.00
1001-9099-999.5091	TRANSFER TO WATER FUND	672,000.00	672,000.00	0.00	0.00	100.00
1001-9099-999.7094	TRANSFER TO OTHER FUNDS	165,000.00	0.00	0.00	165,000.00	0.00
Total Dept 9099 - TRANSFERS OUT		2,178,200.00	2,013,200.00	0.00	165,000.00	92.42
TOTAL EXPENDITURES		6,576,400.00	4,954,385.11	105,215.40	1,622,014.89	75.34
Fund 1001 - GENERAL FUND:						
TOTAL REVENUES		6,187,900.00	4,242,936.89	136,701.58	1,944,963.11	68.57
TOTAL EXPENDITURES		6,576,400.00	4,954,385.11	105,215.40	1,622,014.89	75.34
NET OF REVENUES & EXPENDITURES		(388,500.00)	(711,448.22)	31,486.18	322,948.22	183.13
BEG. FUND BALANCE		2,232,133.82	2,232,133.82			
END FUND BALANCE		1,843,633.82	1,520,685.60			

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Fund 2002 - MAJOR STREETS						
Revenues						
Dept 0000						
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES	5,800.00	7,003.80	810.00	(1,203.80)	120.76
2002-0000-574.0000	51 GAS & WEIGHT TAX	3,121,000.00	1,639,655.24	287,707.93	1,481,344.76	52.54
2002-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	77,000.00	0.00	0.00	77,000.00	0.00
2002-0000-574.0665	FEDERAL/STATE CONST REVENUE	1,989,200.00	1,724,446.81	0.00	264,753.19	86.69
2002-0000-649.0000	MATERIAL SALES	6,000.00	4,998.72	0.00	1,001.28	83.31
2002-0000-666.0000	INTEREST INCOME	500.00	54,693.12	0.00	(54,193.12)	.0,938.62
2002-0000-675.0000	REFUNDS & REBATES	100.00	52.35	0.00	47.65	52.35
2002-0000-678.0000	REIMBURSEMENT INCOME	3,000.00	78.00	0.00	2,922.00	2.60
2002-0000-694.0000	MISCELLANEOUS	0.00	366.01	0.00	(366.01)	100.00
Total Dept 0000		5,202,600.00	3,431,294.05	288,517.93	1,771,305.95	65.95
TOTAL REVENUES		5,202,600.00	3,431,294.05	288,517.93	1,771,305.95	65.95
Expenditures						
Dept 4051 - CONSTRUCTION						
2002-4051-802.7589	BRISTOL RD BRIDGE	0.00	602.89	33.26	(602.89)	100.00
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)	0.00	12,458.24	0.00	(12,458.24)	100.00
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ	0.00	274.14	0.00	(274.14)	100.00
2002-4051-802.7597	CENTER RD (LIPPINCOTT TO LAPEER)	0.00	3,807.96	0.00	(3,807.96)	100.00
2002-4051-802.7599	SAGINAW ST. (BRISTOL - HEMPHILL)	0.00	14,868.41	112.40	(14,868.41)	100.00
2002-4051-802.7601	CENTER RD (DAVISON TO DOLPHAINE)	2,248,700.00	2,060,487.08	3,682.33	188,212.92	91.63
2002-4051-802.7606	S.B. GRAND TRAVERSE ST (BRISTOL-HEMPHILL	52,700.00	66.32	66.32	52,633.68	0.13
2002-4051-802.7607	SAGINAW ST (MAPLE-JUDD)	99,800.00	112.37	79.13	99,687.63	0.11
2002-4051-802.7608	SAGINAW ST (JUDD-BRISTOL)	87,000.00	79.14	79.14	86,920.86	0.09
Total Dept 4051 - CONSTRUCTION		2,488,200.00	2,092,756.55	4,052.58	395,443.45	84.11
Dept 4063 - SURFACE MAINTENANCE						
2002-4063-705.0000	SUPERVISION SALARIES	44,400.00	7,303.53	725.31	37,096.47	16.45
2002-4063-706.0000	SALARIES PERMANENT	109,900.00	55,101.56	9,552.33	54,798.44	50.14
2002-4063-706.2005	SALARIES PROJECT FUSION	19,000.00	18,842.24	0.00	157.76	99.17
2002-4063-709.0000	OVERTIME	14,700.00	938.87	15.20	13,761.13	6.39
2002-4063-717.0000	RETIREMENT - MERS ACTIVE	4,000.00	2,515.62	305.33	1,484.38	62.89
2002-4063-718.0000	RETIREMENT - MERS RETIREES	38,700.00	24,307.15	2,838.55	14,392.85	62.81
2002-4063-719.0000	FRINGE BENEFITS	118,500.00	75,693.70	1,988.81	42,806.30	63.88
2002-4063-751.0000	PATCH	75,000.00	17,532.97	2,542.08	57,467.03	23.38
2002-4063-752.0000	GRAVEL	25,000.00	9,085.75	0.00	15,914.25	36.34
2002-4063-757.0000	OPERATING EXPENDITURES	5,000.00	1,174.25	490.20	3,825.75	23.49
2002-4063-818.0000	CONTRACTUAL SERVICE	7,000.00	3,000.00	0.00	4,000.00	42.86
2002-4063-818.2000	ROAD PRESERVATION	700,000.00	128,640.72	0.00	571,359.28	18.38
2002-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	40,000.00	15,140.76	0.00	24,859.24	37.85
2002-4063-818.4000	BRIDGE INSPECTIONS	6,000.00	5,445.00	0.00	555.00	90.75
2002-4063-943.0000	EQUIPMENT RENTAL	122,000.00	65,956.16	9,395.61	56,043.84	54.06
2002-4063-943.2005	EQUIPMENT RENTAL PROJECT FUSION	8,300.00	7,974.01	0.00	325.99	96.07
Total Dept 4063 - SURFACE MAINTENANCE		1,337,500.00	438,652.29	27,853.42	898,847.71	32.80
Dept 4068 - TREES & SHRUBS						
2002-4068-705.0000	SUPERVISION SALARIES	1,200.00	428.60	19.43	771.40	35.72
2002-4068-706.0000	SALARIES PERMANENT	2,400.00	1,802.10	626.43	597.90	75.09
2002-4068-709.0000	OVERTIME	400.00	75.31	0.36	324.69	18.83
2002-4068-717.0000	RETIREMENT - MERS ACTIVE	100.00	69.22	22.67	30.78	69.22

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Fund 2002 - MAJOR STREETS						
Expenditures						
2002-4068-718.0000	RETIREMENT - MERS RETIREES	1,000.00	626.81	205.11	373.19	62.68
2002-4068-719.0000	FRINGE BENEFITS	2,600.00	1,277.77	112.07	1,322.23	49.15
2002-4068-818.0000	CONTRACTUAL SERVICE	5,000.00	0.00	0.00	5,000.00	0.00
2002-4068-943.0000	EQUIPMENT RENTAL	4,700.00	1,475.27	669.73	3,224.73	31.39
Total Dept 4068 - TREES & SHRUBS		17,400.00	5,755.08	1,655.80	11,644.92	33.08
Dept 4069 - DRAINAGE						
2002-4069-705.0000	SUPERVISION SALARIES	2,800.00	1,800.14	142.50	999.86	64.29
2002-4069-706.0000	SALARIES PERMANENT	22,900.00	19,732.52	635.54	3,167.48	86.17
2002-4069-709.0000	OVERTIME	3,800.00	28.94	1.81	3,771.06	0.76
2002-4069-717.0000	RETIREMENT - MERS ACTIVE	800.00	808.72	18.85	(8.72)	101.09
2002-4069-718.0000	RETIREMENT - MERS RETIREES	7,500.00	7,373.77	192.14	126.23	98.32
2002-4069-719.0000	FRINGE BENEFITS	15,200.00	8,274.81	174.55	6,925.19	54.44
2002-4069-757.0000	OPERATING EXPENDITURES	29,500.00	6,655.31	0.00	22,844.69	22.56
2002-4069-818.0000	CONTRACTUAL SERVICE	55,000.00	24,983.96	0.00	30,016.04	45.43
2002-4069-943.0000	EQUIPMENT RENTAL	30,000.00	25,579.58	75.50	4,420.42	85.27
Total Dept 4069 - DRAINAGE		167,500.00	95,237.75	1,240.89	72,262.25	56.86
Dept 4074 - TRAFFIC SIGNS						
2002-4074-705.0000	SUPERVISION SALARIES	1,600.00	463.09	58.29	1,136.91	28.94
2002-4074-706.0000	SALARIES PERMANENT	6,800.00	4,674.48	556.12	2,125.52	68.74
2002-4074-709.0000	OVERTIME	1,100.00	49.41	0.00	1,050.59	4.49
2002-4074-717.0000	RETIREMENT - MERS ACTIVE	300.00	194.37	33.03	105.63	64.79
2002-4074-718.0000	RETIREMENT - MERS RETIREES	2,900.00	1,821.45	294.64	1,078.55	62.81
2002-4074-719.0000	FRINGE BENEFITS	6,100.00	2,755.48	115.04	3,344.52	45.17
2002-4074-757.0000	OPERATING EXPENDITURES	1,500.00	229.67	0.00	1,270.33	15.31
2002-4074-757.2030	TRAFFIC CONTROL BARRELS & CONES	18,000.00	17,333.00	0.00	667.00	96.29
2002-4074-757.7100	MATERIAL SIGNS	53,750.00	2,353.92	0.00	51,396.08	4.38
2002-4074-818.0000	CONTRACTUAL SERVICE	284,000.00	53,975.03	7,683.62	230,024.97	19.01
2002-4074-943.0000	EQUIPMENT RENTAL	7,000.00	3,970.41	1,122.60	3,029.59	56.72
2002-4074-949.0000	R.R. CROSSING LIGHTS/SIGNAL REPAIR/MAINT	20,000.00	9,451.00	0.00	10,549.00	47.26
Total Dept 4074 - TRAFFIC SIGNS		403,050.00	97,271.31	9,863.34	305,778.69	24.13
Dept 4077 - PAVEMENT MARK						
2002-4077-818.0000	CONTRACTUAL SERVICES	100,000.00	78,607.99	0.00	21,392.01	78.61
Total Dept 4077 - PAVEMENT MARK		100,000.00	78,607.99	0.00	21,392.01	78.61
Dept 4078 - WINTER MAINTENANCE						
2002-4078-705.0000	SUPERVISION SALARIES	4,700.00	689.68	77.78	4,010.32	14.67
2002-4078-706.0000	SALARIES PERMANENT	14,900.00	14,286.42	4,430.40	613.58	95.88
2002-4078-709.0000	OVERTIME	14,500.00	9,222.97	926.54	5,277.03	63.61
2002-4078-717.0000	RETIREMENT - MERS ACTIVE	500.00	469.06	133.51	30.94	93.81
2002-4078-718.0000	RETIREMENT - MERS RETIREES	8,100.00	4,393.20	1,264.01	3,706.80	54.24
2002-4078-719.0000	FRINGE BENEFITS	15,100.00	8,760.98	898.02	6,339.02	58.02
2002-4078-757.0000	OPERATING EXPENDITURES - SALT	136,000.00	67,565.90	25,723.35	68,434.10	49.68
2002-4078-943.0000	EQUIPMENT RENTAL	110,000.00	86,434.07	34,013.47	23,565.93	78.58
Total Dept 4078 - WINTER MAINTENANCE		303,800.00	191,822.28	67,467.08	111,977.72	63.14

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2002 - MAJOR STREETS						
Expenditures						
Dept 4081 - ROADSIDE CLEANUP						
2002-4081-705.0000	SUPERVISION SALARIES	1,700.00	1,532.79	19.42	167.21	90.16
2002-4081-706.0000	SALARIES PERMANENT	6,700.00	3,856.95	140.74	2,843.05	57.57
2002-4081-709.0000	OVERTIME	700.00	144.86	1.09	555.14	20.69
2002-4081-717.0000	RETIREMENT - MERS ACTIVE	200.00	151.26	2.57	48.74	75.63
2002-4081-718.0000	RETIREMENT - MERS RETIREES	2,200.00	1,493.99	26.85	706.01	67.91
2002-4081-719.0000	FRINGE BENEFITS	6,000.00	3,316.77	46.71	2,683.23	55.28
2002-4081-757.0000	OPERATING EXPENDITURES	2,000.00	0.00	0.00	2,000.00	0.00
2002-4081-943.0000	EQUIPMENT RENTAL	17,000.00	7,886.21	1.04	9,113.79	46.39
Total Dept 4081 - ROADSIDE CLEANUP		36,500.00	18,382.83	238.42	18,117.17	50.36
Dept 4082 - ADMINISTRATION						
2002-4082-703.0000	ADMINISTRATION SALARIES	46,700.00	24,730.57	1,209.39	21,969.43	52.96
2002-4082-706.0000	SALARIES PERMANENT	10,400.00	6,677.10	637.46	3,722.90	64.20
2002-4082-708.0000	SHARED SALARIES	41,900.00	24,349.92	2,903.49	17,550.08	58.11
2002-4082-709.0000	OVERTIME	1,000.00	947.14	7.75	52.86	94.71
2002-4082-717.0000	RETIREMENT - MERS ACTIVE	12,500.00	289.71	44.85	12,210.29	2.32
2002-4082-718.0000	RETIREMENT - MERS RETIREES	36,400.00	23,231.27	1,657.80	13,168.73	63.82
2002-4082-719.0000	FRINGE BENEFITS	48,200.00	59,204.89	26,660.77	(11,004.89)	122.83
2002-4082-728.0000	INFORMATION TECH ALLOCATION	9,000.00	9,500.00	0.00	(500.00)	105.56
2002-4082-757.0000	OPERATING EXPENDITURES	8,000.00	10,285.13	213.56	(2,285.13)	128.56
2002-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	4,000.00	3,015.08	0.00	984.92	75.38
2002-4082-818.0000	CONTRACTUAL SERVICE	7,000.00	1,000.00	0.00	6,000.00	14.29
2002-4082-826.0000	LEGAL	1,000.00	375.00	0.00	625.00	37.50
2002-4082-828.0000	MEMBERSHIP & DUES	500.00	0.00	0.00	500.00	0.00
2002-4082-864.0000	TRAINING	5,000.00	628.58	0.00	4,371.42	12.57
2002-4082-920.1000	ERC LED PROGRAM	200.00	98.42	14.06	101.58	49.21
2002-4082-943.0000	EQUIPMENT RENTAL	0.00	55.56	0.00	(55.56)	100.00
2002-4082-956.7601	INTEREST EXP CENTER RD LOAN	73,400.00	59,578.74	0.00	13,821.26	81.17
2002-4082-956.7802	INTEREST EXP CENTER RD LOAN	17,900.00	0.00	0.00	17,900.00	0.00
2002-4082-991.7601	PRINCIPAL PMT CENTER RD LOAN	2,444,300.00	2,444,256.00	0.00	44.00	100.00
Total Dept 4082 - ADMINISTRATION		2,767,400.00	2,668,223.11	33,349.13	99,176.89	96.42
TOTAL EXPENDITURES		7,621,350.00	5,686,709.19	145,720.66	1,934,640.81	74.62
Fund 2002 - MAJOR STREETS:						
TOTAL REVENUES		5,202,600.00	3,431,294.05	288,517.93	1,771,305.95	65.95
TOTAL EXPENDITURES		7,621,350.00	5,686,709.19	145,720.66	1,934,640.81	74.62
NET OF REVENUES & EXPENDITURES		(2,418,750.00)	(2,255,415.14)	142,797.27	(163,334.86)	93.25
BEG. FUND BALANCE		4,966,297.12	4,966,297.12			
END FUND BALANCE		2,547,547.12	2,710,881.98			

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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2003 - LOCAL STREETS						
Revenues						
Dept 0000						
2003-0000-450.0000	RIGHT OF WAY PERMIT FEES	500.00	1,065.00	85.00	(565.00)	213.00
2003-0000-574.0000	GAS & WEIGHT TAX	848,000.00	481,035.01	84,406.64	366,964.99	56.73
2003-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	45,000.00	0.00	0.00	45,000.00	0.00
2003-0000-666.0000	INTEREST INCOME	2,000.00	14,129.67	0.00	(12,129.67)	706.48
2003-0000-675.0000	REFUNDS & REBATES	0.00	206.50	0.00	(206.50)	100.00
2003-0000-678.0000	REIMBURSEMENT INCOME	0.00	1.53	0.00	(1.53)	100.00
2003-0000-691.1001	CONTRIBUTION FROM OTHER FUNDS	30,000.00	30,000.00	0.00	0.00	100.00
2003-0000-694.0000	MISCELLANEOUS REVENUE	800.00	2,420.99	0.00	(1,620.99)	302.62
Total Dept 0000		926,300.00	528,858.70	84,491.64	397,441.30	57.09
TOTAL REVENUES		926,300.00	528,858.70	84,491.64	397,441.30	57.09
Expenditures						
Dept 4063 - SURFACE MAINTENANCE						
2003-4063-705.0000	SUPERVISION SALARIES	22,500.00	4,373.58	401.55	18,126.42	19.44
2003-4063-706.0000	SALARIES PERMANENT	81,500.00	37,243.32	2,575.77	44,256.68	45.70
2003-4063-709.0000	OVERTIME	2,500.00	262.81	9.77	2,237.19	10.51
2003-4063-717.0000	RETIREMENT - MERS ACTIVE	1,500.00	1,226.03	86.01	273.97	81.74
2003-4063-718.0000	RETIREMENT - MERS RETIREES	23,700.00	11,351.68	818.43	12,348.32	47.90
2003-4063-719.0000	FRINGE BENEFITS	72,100.00	36,131.93	689.60	35,968.07	50.11
2003-4063-750.0000	CHLORIDE	60,000.00	17,713.17	0.00	42,286.83	29.52
2003-4063-751.0000	PATCH	40,000.00	12,193.77	3,813.12	27,806.23	30.48
2003-4063-752.0000	GRAVEL	30,000.00	0.00	0.00	30,000.00	0.00
2003-4063-757.0000	OPERATING EXPENDITURES	2,500.00	21.31	0.00	2,478.69	0.85
2003-4063-818.0000	CONTRACTUAL SERVICE	1,000.00	0.00	0.00	1,000.00	0.00
2003-4063-818.2000	ROAD PRESERVATION	75,000.00	0.00	0.00	75,000.00	0.00
2003-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	60,000.00	22,711.13	0.00	37,288.87	37.85
2003-4063-943.0000	EQUIPMENT RENTAL	70,000.00	36,265.27	3,088.18	33,734.73	51.81
Total Dept 4063 - SURFACE MAINTENANCE		542,300.00	179,494.00	11,482.43	362,806.00	33.10
Dept 4068 - TREES & SHRUBS						
2003-4068-705.0000	SUPERVISION SALARIES	1,000.00	387.05	19.43	612.95	38.71
2003-4068-706.0000	SALARIES PERMANENT	2,400.00	1,837.75	51.25	562.25	76.57
2003-4068-709.0000	OVERTIME	500.00	453.57	0.36	46.43	90.71
2003-4068-717.0000	RETIREMENT - MERS ACTIVE	100.00	42.82	2.57	57.18	42.82
2003-4068-718.0000	RETIREMENT - MERS RETIREES	1,000.00	418.71	23.34	581.29	41.87
2003-4068-719.0000	FRINGE BENEFITS	2,600.00	1,306.21	18.75	1,293.79	50.24
2003-4068-757.0000	OPERATING EXPENDITURES	500.00	0.00	0.00	500.00	0.00
2003-4068-818.0000	CONTRACTUAL SERVICE	3,000.00	0.00	0.00	3,000.00	0.00
2003-4068-943.0000	EQUIPMENT RENTAL	7,000.00	1,372.47	0.00	5,627.53	19.61
Total Dept 4068 - TREES & SHRUBS		18,100.00	5,818.58	115.70	12,281.42	32.15
Dept 4069 - DRAINAGE						
2003-4069-705.0000	SUPERVISION SALARIES	3,000.00	2,127.83	161.89	872.17	70.93
2003-4069-706.0000	SALARIES PERMANENT	21,900.00	18,836.61	460.49	3,063.39	86.01
2003-4069-709.0000	OVERTIME	1,000.00	28.97	1.82	971.03	2.90
2003-4069-717.0000	RETIREMENT - MERS ACTIVE	300.00	162.93	21.40	137.07	54.31
2003-4069-718.0000	RETIREMENT - MERS RETIREES	8,400.00	8,536.72	201.49	(136.72)	101.63
2003-4069-719.0000	FRINGE BENEFITS	13,000.00	8,287.26	144.63	4,712.74	63.75
2003-4069-757.0000	OPERATING EXPENDITURES	8,000.00	5,155.40	0.00	2,844.60	64.44

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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2003 - LOCAL STREETS						
Expenditures						
2003-4069-818.0000	CONTRACTUAL SERVICE	45,000.00	14,440.00	0.00	30,560.00	32.09
2003-4069-943.0000	EQUIPMENT RENTAL	35,000.00	21,413.53	43.49	13,586.47	61.18
Total Dept 4069 - DRAINAGE		135,600.00	78,989.25	1,035.21	56,610.75	58.25
Dept 4074 - TRAFFIC SIGNS						
2003-4074-705.0000	SUPERVISION SALARIES	800.00	586.71	58.28	213.29	73.34
2003-4074-706.0000	SALARIES PERMANENT	5,200.00	5,119.71	1,863.07	80.29	98.46
2003-4074-709.0000	OVERTIME	300.00	1.03	0.36	298.97	0.34
2003-4074-717.0000	RETIREMENT - MERS ACTIVE	300.00	262.51	89.57	37.49	87.50
2003-4074-718.0000	RETIREMENT - MERS RETIREES	2,700.00	2,386.92	813.84	313.08	88.40
2003-4074-719.0000	FRINGE BENEFITS	4,400.00	2,076.09	321.69	2,323.91	47.18
2003-4074-757.0000	OPERATING EXPENDITURES	500.00	0.00	0.00	500.00	0.00
2003-4074-757.7100	MATERIAL-SIGNS	9,500.00	12,314.25	6,213.00	(2,814.25)	129.62
2003-4074-943.0000	EQUIPMENT RENTAL	5,000.00	2,233.41	250.97	2,766.59	44.67
Total Dept 4074 - TRAFFIC SIGNS		28,700.00	24,980.63	9,610.78	3,719.37	87.04
Dept 4078 - WINTER MAINTENANCE						
2003-4078-705.0000	SUPERVISION SALARIES	5,700.00	862.21	97.18	4,837.79	15.13
2003-4078-706.0000	SALARIES PERMANENT	15,400.00	13,163.52	5,982.42	2,236.48	85.48
2003-4078-709.0000	OVERTIME	7,000.00	2,431.23	72.19	4,568.77	34.73
2003-4078-717.0000	RETIREMENT - MERS ACTIVE	500.00	420.92	175.27	79.08	84.18
2003-4078-718.0000	RETIREMENT - MERS RETIREES	5,300.00	3,919.19	1,630.27	1,380.81	73.95
2003-4078-719.0000	FRINGE BENEFITS	15,500.00	7,822.71	1,038.03	7,677.29	50.47
2003-4078-757.0000	OPERATING EXPENDITURES - SALT	54,000.00	29,436.60	10,632.60	24,563.40	54.51
2003-4078-943.0000	EQUIPMENT RENTAL	80,000.00	57,789.38	22,698.04	22,210.62	72.24
Total Dept 4078 - WINTER MAINTENANCE		183,400.00	115,845.76	42,326.00	67,554.24	63.17
Dept 4081 - ROADSIDE CLEANUP						
2003-4081-705.0000	SUPERVISION SALARIES	1,200.00	154.25	19.42	1,045.75	12.85
2003-4081-706.0000	SALARIES PERMANENT	2,400.00	858.61	73.41	1,541.39	35.78
2003-4081-709.0000	OVERTIME	100.00	95.51	0.36	4.49	95.51
2003-4081-717.0000	RETIREMENT - MERS ACTIVE	100.00	15.70	2.55	84.30	15.70
2003-4081-718.0000	RETIREMENT - MERS RETIREES	1,000.00	177.46	24.83	822.54	17.75
2003-4081-719.0000	FRINGE BENEFITS	2,600.00	1,070.34	22.34	1,529.66	41.17
2003-4081-943.0000	EQUIPMENT RENTAL	3,000.00	631.75	1.04	2,368.25	21.06
Total Dept 4081 - ROADSIDE CLEANUP		10,400.00	3,003.62	143.95	7,396.38	28.88
Dept 4082 - ADMINISTRATION						
2003-4082-703.0000	ADMINISTRATION SALARIES	20,900.00	11,913.11	806.24	8,986.89	57.00
2003-4082-706.0000	SALARIES PERMANENT	6,900.00	4,492.33	446.97	2,407.67	65.11
2003-4082-708.0000	SHARED SALARIES	18,000.00	10,497.75	1,216.54	7,502.25	58.32
2003-4082-709.0000	OVERTIME	400.00	329.87	2.85	70.13	82.47
2003-4082-717.0000	RETIREMENT - MERS ACTIVE	5,600.00	179.78	31.29	5,420.22	3.21
2003-4082-718.0000	RETIREMENT - MERS RETIREES	15,500.00	11,311.96	911.25	4,188.04	72.98
2003-4082-719.0000	FRINGE BENEFITS	22,600.00	26,332.80	10,116.91	(3,732.80)	116.52
2003-4082-728.0000	INFORMATION TECH ALLOCATION	6,000.00	6,400.00	0.00	(400.00)	106.67
2003-4082-757.0000	OPERATING EXPENDITURES	6,000.00	4,891.41	265.10	1,108.59	81.52
2003-4082-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	1,800.00	1,507.53	0.00	292.47	83.75
2003-4082-818.0000	CONTRACTUAL SERVICE	2,000.00	1,000.00	0.00	1,000.00	50.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2003 - LOCAL STREETS						
Expenditures						
2003-4082-826.0000	LEGAL	200.00	125.00	0.00	75.00	62.50
2003-4082-828.0000	MEMBERSHIP & DUES	500.00	0.00	0.00	500.00	0.00
2003-4082-864.0000	TRAINING	3,600.00	289.17	0.00	3,310.83	8.03
2003-4082-920.1000	ERC LED PROGRAM	100.00	98.42	14.06	1.58	98.42
Total Dept 4082 - ADMINISTRATION		110,100.00	79,369.13	13,811.21	30,730.87	72.09
Dept 4090 - CONTINGENCY						
2003-4090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	56,500.00	0.00	0.00	56,500.00	0.00
Total Dept 4090 - CONTINGENCY		56,500.00	0.00	0.00	56,500.00	0.00
TOTAL EXPENDITURES		1,085,100.00	487,500.97	78,525.28	597,599.03	44.93
Fund 2003 - LOCAL STREETS:						
TOTAL REVENUES		926,300.00	528,858.70	84,491.64	397,441.30	57.09
TOTAL EXPENDITURES		1,085,100.00	487,500.97	78,525.28	597,599.03	44.93
NET OF REVENUES & EXPENDITURES		(158,800.00)	41,357.73	5,966.36	(200,157.73)	26.04
BEG. FUND BALANCE		1,469,205.39	1,469,205.39			
END FUND BALANCE		1,310,405.39	1,510,563.12			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Revenues						
Dept 0000						
2006-0000-403.0000	CURRENT REAL/PERSONAL TAXES	593,300.00	557,165.01	2,964.75	36,134.99	93.91
2006-0000-404.0000	TAX CHARGEBACKS	(2,400.00)	0.00	0.00	(2,400.00)	0.00
2006-0000-407.0000	DELINQUENT PERSONAL TAXES	200.00	0.00	0.00	200.00	0.00
2006-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	12,400.00	15,866.81	0.00	(3,466.81)	127.96
2006-0000-630.0000	FIRE RECOVERY FEES	18,700.00	7,497.40	0.00	11,202.60	40.09
2006-0000-631.0000	FIRE INSPECTION FEES	3,000.00	6,275.00	875.00	(3,275.00)	209.17
2006-0000-633.0000	SITE PLAN REVIEW	500.00	1,350.00	525.00	(850.00)	270.00
2006-0000-634.0000	FIRE ALARM REVIEWS & PERMITS	1,000.00	1,145.00	380.00	(145.00)	114.50
2006-0000-635.0000	FIRE SUPPRESSION REVIEWS & PERMITS	5,000.00	3,580.00	1,030.00	1,420.00	71.60
2006-0000-666.0000	INTEREST INCOME	1,500.00	8,174.84	0.00	(6,674.84)	544.99
2006-0000-673.0000	SALE OF ASSETS	100.00	0.00	0.00	100.00	0.00
2006-0000-675.0000	REFUNDS & REBATES	3,000.00	2,740.41	0.00	259.59	91.35
2006-0000-678.0000	REIMBURSEMENT INCOME	2,000.00	2,292.12	45.00	(292.12)	114.61
2006-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	14,200.00	0.00	0.00	14,200.00	0.00
2006-0000-691.1001	TRANSFER FROM GENERAL FUND	879,200.00	879,200.00	0.00	0.00	100.00
2006-0000-694.0000	OTHER REVENUES	2,000.00	2,599.60	0.00	(599.60)	129.98
2006-0000-694.0004	CPR CLASS REVENUE	500.00	440.00	0.00	60.00	88.00
Total Dept 0000		1,534,200.00	1,488,326.19	5,819.75	45,873.81	97.01
TOTAL REVENUES		1,534,200.00	1,488,326.19	5,819.75	45,873.81	97.01
Expenditures						
Dept 2006 - FIRE DEPARTMENT EXPENDITURES						
2006-2006-703.0000	SALARY	69,000.00	41,846.23	5,230.78	27,153.77	60.65
2006-2006-706.0000	SALARIES PERMANENT	108,800.00	67,976.55	8,441.36	40,823.45	62.48
2006-2006-707.0000	PART-TIME FIREMEN	208,000.00	70,814.67	8,091.45	137,185.33	34.05
2006-2006-708.0000	SHARED SALARIES	31,200.00	15,522.29	1,635.48	15,677.71	49.75
2006-2006-709.0000	OVERTIME	4,500.00	998.73	127.36	3,501.27	22.19
2006-2006-717.0000	RETIREMENT - MERS ACTIVE	23,300.00	23,732.11	39.06	(432.11)	101.85
2006-2006-718.0000	RETIREMENT - MERS RETIREES	35,000.00	46,213.10	6,069.98	(11,213.10)	132.04
2006-2006-719.0000	FRINGE BENEFITS	122,600.00	88,057.21	3,538.66	34,542.79	71.82
2006-2006-727.0000	OFFICE SUPPLIES	1,500.00	1,005.92	106.87	494.08	67.06
2006-2006-728.0000	INFORMATION TECH ALLOCATION	68,900.00	61,100.00	0.00	7,800.00	88.68
2006-2006-744.0000	SAFETY WEAR & HEALTH	34,000.00	14,317.87	3,641.36	19,682.13	42.11
2006-2006-757.0000	OPERATING EXPENDITURES	13,000.00	6,254.94	1,051.36	6,745.06	48.11
2006-2006-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,000.00	2,261.31	0.00	738.69	75.38
2006-2006-818.0000	CONTRACTUAL SERVICES	25,000.00	22,700.46	158.00	2,299.54	90.80
2006-2006-826.0000	LEGAL	3,000.00	0.00	0.00	3,000.00	0.00
2006-2006-828.0000	MEMBERSHIP & DUES	7,800.00	5,889.01	0.00	1,910.99	75.50
2006-2006-863.0000	AUTO REPAIR	53,000.00	11,326.07	70.25	41,673.93	21.37
2006-2006-864.0000	TRAINING & CERTIFICATIONS	3,500.00	2,017.26	0.00	1,482.74	57.64
2006-2006-864.0004	CPR CLASS EXPENSES/CARDS	2,000.00	300.00	0.00	1,700.00	15.00
2006-2006-867.0000	GAS & OIL	15,400.00	4,998.87	0.00	10,401.13	32.46
2006-2006-910.0000	INSURANCE	25,900.00	27,277.08	0.00	(1,377.08)	105.32
2006-2006-910.7020	BUILDING INSURANCE	2,800.00	8,032.07	0.00	(5,232.07)	286.86
2006-2006-920.0000	UTILITIES	36,000.00	23,787.55	702.43	12,212.45	66.08
2006-2006-920.1000	ERC LED PROGRAM	5,200.00	3,454.88	431.86	1,745.12	66.44
2006-2006-921.0000	SEWER PAYMENTS	7,000.00	5,612.40	0.00	1,387.60	80.18
2006-2006-934.0000	EQUIPMENT REPAIR	14,500.00	1,691.09	0.00	12,808.91	11.66
2006-2006-937.0000	BUILDING MAINT & SUPPLIES	55,000.00	21,033.52	1,158.51	33,966.48	38.24
2006-2006-943.0000	EQUIPMENT RENTAL	14,500.00	8,609.47	1,181.41	5,890.53	59.38
2006-2006-956.0000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
2006-2006-962.0000	TRAINING & MATERIALS	8,000.00	5,010.27	3,250.00	2,989.73	62.63

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2006 - FIRE DEPARTMENT						
Expenditures						
2006-2006-963.0000	PREVENTION MATERIALS	9,500.00	5,441.96	1,331.85	4,058.04	57.28
2006-2006-977.7087	CDBG EXPENDITURES-EQUIPMENT	14,200.00	0.00	0.00	14,200.00	0.00
2006-2006-977.7089	NEW EQUIPMENT	84,200.00	69,569.51	27,473.08	14,630.49	82.62
2006-2006-984.0000	OFFICE EQUIPMENT	3,500.00	1,712.00	214.00	1,788.00	48.91
2006-2006-991.0000	PRINCIPAL ON BONDS	235,000.00	235,000.00	0.00	0.00	100.00
2006-2006-991.0001	PRINCIPAL PORTION OF LEASE (CAPITAL) PMT	50,800.00	0.00	0.00	50,800.00	0.00
2006-2006-991.0002	PRINCIPAL PMT ON SCBA LOAN	50,800.00	38,350.55	0.00	12,449.45	75.49
2006-2006-992.0002	INTEREST ON SCBA LOAN	12,500.00	12,402.18	0.00	97.82	99.22
2006-2006-995.0000	INTEREST ON BONDS	103,500.00	53,961.01	0.00	49,538.99	52.14
2006-2006-995.0001	INTEREST PORTION OF LEASE (CAPITAL) PMT	9,400.00	0.00	0.00	9,400.00	0.00
2006-2006-999.0000	PAYING AGENT FEES ON BONDS	300.00	0.00	0.00	300.00	0.00
2006-2006-999.4206	TRANSFER OUT TO FIRE CAPITAL PROJECTS	150,000.00	150,000.00	0.00	0.00	100.00
Total Dept 2006 - FIRE DEPARTMENT EXPENDITURES		1,725,600.00	1,158,278.14	73,945.11	567,321.86	67.12
TOTAL EXPENDITURES		1,725,600.00	1,158,278.14	73,945.11	567,321.86	67.12
Fund 2006 - FIRE DEPARTMENT:						
TOTAL REVENUES		1,534,200.00	1,488,326.19	5,819.75	45,873.81	97.01
TOTAL EXPENDITURES		1,725,600.00	1,158,278.14	73,945.11	567,321.86	67.12
NET OF REVENUES & EXPENDITURES		(191,400.00)	330,048.05	(68,125.36)	(521,448.05)	172.44
BEG. FUND BALANCE		627,357.60	627,357.60			
END FUND BALANCE		435,957.60	957,405.65			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2007 - POLICE FUND						
Revenues						
Dept 0000						
2007-0000-403.0000	CURRENT TAXES	5,036,400.00	4,729,401.58	25,168.24	306,998.42	93.90
2007-0000-404.0000	TAX CHARGEBACKS	(34,000.00)	0.00	0.00	(34,000.00)	0.00
2007-0000-407.0000	DELINQUENT PERSONAL TAXES	1,200.00	0.00	0.00	1,200.00	0.00
2007-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	105,400.00	134,671.02	0.00	(29,271.02)	127.77
2007-0000-629.7773	F.A.N.G. CHARGES	45,000.00	26,460.00	0.00	18,540.00	58.80
2007-0000-629.7777	DEA OVERTIME GRANT REVENUE	18,500.00	1,030.75	0.00	17,469.25	5.57
2007-0000-629.7792	HIDTA GRANT REVENUE (FANG)	7,000.00	1,344.00	0.00	5,656.00	19.20
2007-0000-629.7798	DCESP HEMP GRANT REVENUE (FANG)	0.00	714.00	0.00	(714.00)	100.00
2007-0000-660.0000	DISTRICT COURT FEES	50,000.00	29,100.47	3,621.15	20,899.53	58.20
2007-0000-661.0000	POLICE FEES	20,000.00	20,700.00	1,600.00	(700.00)	103.50
2007-0000-663.0000	S.O. REGISTRY ANNUAL FEE REVENUE	2,000.00	1,900.00	600.00	100.00	95.00
2007-0000-666.0000	INTEREST INCOME	1,000.00	29,226.16	0.00	(28,226.16)	2,922.62
2007-0000-675.0000	REFUNDS & REBATES	5,000.00	7,806.65	0.00	(2,806.65)	156.13
2007-0000-678.0000	REIMBURSEMENT INCOME	35,000.00	17,765.43	0.00	17,234.57	50.76
2007-0000-691.1001	TRANSFER FROM GENERAL FUND	252,000.00	252,000.00	0.00	0.00	100.00
2007-0000-691.5013	TRANSFER FROM DDA	5,000.00	5,000.00	0.00	0.00	100.00
2007-0000-694.0000	OTHER REVENUES	10,000.00	8,944.39	180.00	1,055.61	89.44
Total Dept 0000		5,559,500.00	5,266,064.45	31,169.39	293,435.55	94.72
TOTAL REVENUES		5,559,500.00	5,266,064.45	31,169.39	293,435.55	94.72
Expenditures						
Dept 2007 - POLICE FUND EXPENSES						
2007-2007-703.0000	ADMINISTRATIVE SALARIES	92,800.00	70,415.55	7,076.94	22,384.45	75.88
2007-2007-704.0000	LIEUTENANTS SALARIES	145,800.00	92,525.38	11,215.19	53,274.62	63.46
2007-2007-705.0000	SERGEANTS SALARIES	459,800.00	292,670.84	35,563.82	167,129.16	63.65
2007-2007-706.0000	SALARIES PERMANENT	1,363,600.00	817,823.48	95,375.83	545,776.52	59.98
2007-2007-708.0000	SHARED SALARIES	95,900.00	47,195.04	5,181.22	48,704.96	49.21
2007-2007-709.0000	OVERTIME	180,000.00	111,998.51	13,831.23	68,001.49	62.22
2007-2007-709.2007	OVERTIME - BACK TO THE BRICKS	15,000.00	10,509.11	0.00	4,490.89	70.06
2007-2007-717.0000	RETIREMENT - MERS ACTIVE	82,200.00	49,954.10	5,998.14	32,245.90	60.77
2007-2007-718.0000	RETIREMENT - MERS RETIREES	1,104,900.00	664,026.83	70,894.55	440,873.17	60.10
2007-2007-719.0000	FRINGE BENEFITS	1,338,900.00	839,225.07	32,516.38	499,674.93	62.68
2007-2007-727.0000	OFFICE SUPPLIES	6,000.00	3,500.61	628.88	2,499.39	58.34
2007-2007-728.0000	INFORMATION TECH ALLOCATION	65,900.00	67,000.00	0.00	(1,100.00)	101.67
2007-2007-731.0000	POSTAGE	1,000.00	362.87	35.52	637.13	36.29
2007-2007-741.0000	AMMUNITION & WEAPONS	15,000.00	4,962.89	158.58	10,037.11	33.09
2007-2007-744.0000	UNIFORMS	35,000.00	22,116.10	2,984.04	12,883.90	63.19
2007-2007-757.0000	OPERATING EXPENDITURES	10,000.00	8,584.45	1,002.11	1,415.55	85.84
2007-2007-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	3,200.00	2,412.07	0.00	787.93	75.38
2007-2007-811.7773	F.A.N.G. PROJECT OFFICERS	90,000.00	52,829.49	5,561.49	37,170.51	58.70
2007-2007-811.7777	DEA OVERTIME GRANT	18,500.00	5,794.46	539.92	12,705.54	31.32
2007-2007-811.7792	HIDTA GRANT EXPENSE (FANG)	7,000.00	2,538.13	546.00	4,461.87	36.26
2007-2007-811.7798	HEMP GRANT EXPENSE (FANG)	0.00	600.08	0.00	(600.08)	100.00
2007-2007-811.7808	PT-10-20 OHSP SAFE COMMUNITIES GRANT	0.00	1,498.00	0.00	(1,498.00)	100.00
2007-2007-811.7815	OCDETF HOT SHOT GRANT	0.00	462.00	0.00	(462.00)	100.00
2007-2007-818.0000	CONTRACTUAL SERVICE	50,000.00	28,742.72	1,409.00	21,257.28	57.49
2007-2007-818.7170	NARCOTICS INVESTIGATION	26,600.00	26,516.26	0.00	83.74	99.69
2007-2007-826.0000	LEGAL	90,000.00	60,608.25	7,749.25	29,391.75	67.34
2007-2007-828.0000	MEMBERSHIP & DUES	1,500.00	647.00	0.00	853.00	43.13
2007-2007-863.0000	AUTO REPAIR	80,000.00	36,957.27	5,402.68	43,042.73	46.20
2007-2007-864.0000	TRAINING & CERTIFICATIONS	3,000.00	2,859.95	0.00	140.05	95.33
2007-2007-867.0000	GAS & OIL	75,000.00	49,407.98	2,710.06	25,592.02	65.88

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2007 - POLICE FUND						
Expenditures						
2007-2007-868.0000	AUTO WASH	4,000.00	1,880.00	372.00	2,120.00	47.00
2007-2007-910.0000	INSURANCE	83,200.00	72,848.90	0.00	10,351.10	87.56
2007-2007-920.0000	UTILITIES	36,000.00	17,201.53	55.96	18,798.47	47.78
2007-2007-920.1000	ERC LED PROGRAM	7,700.00	5,042.72	630.34	2,657.28	65.49
2007-2007-921.0000	SEWER PAYMENTS	4,000.00	2,470.42	0.00	1,529.58	61.76
2007-2007-931.0000	BUILDING REPAIR	20,000.00	11,164.72	709.27	8,835.28	55.82
2007-2007-934.0000	EQUIPMENT REPAIRS	1,500.00	246.63	0.00	1,253.37	16.44
2007-2007-943.0000	EQUIPMENT RENTAL	6,000.00	8,728.02	601.69	(2,728.02)	145.47
2007-2007-956.0000	MISCELLANEOUS	2,400.00	475.73	0.00	1,924.27	19.82
2007-2007-962.0000	TRAINING (OFFICER)	15,000.00	6,706.40	1,425.00	8,293.60	44.71
2007-2007-975.0002	GASOLINE STORAGE TANK	30,000.00	0.00	0.00	30,000.00	0.00
2007-2007-975.0003	PARKING LOT & SIDEWALKS	100,000.00	0.00	0.00	100,000.00	0.00
2007-2007-984.0000	OFFICE EQUIPMENT	2,000.00	0.00	0.00	2,000.00	0.00
2007-2007-985.0000	POLICE VEHICLES	100,000.00	100,234.00	0.00	(234.00)	100.23
Total Dept 2007 - POLICE FUND EXPENSES		5,868,400.00	3,601,743.56	310,175.09	2,266,656.44	61.38
TOTAL EXPENDITURES		5,868,400.00	3,601,743.56	310,175.09	2,266,656.44	61.38
Fund 2007 - POLICE FUND:						
TOTAL REVENUES		5,559,500.00	5,266,064.45	31,169.39	293,435.55	94.72
TOTAL EXPENDITURES		5,868,400.00	3,601,743.56	310,175.09	2,266,656.44	61.38
NET OF REVENUES & EXPENDITURES		(308,900.00)	1,664,320.89	(279,005.70)	(1,973,220.89)	538.79
BEG. FUND BALANCE		946,860.93	946,860.93			
END FUND BALANCE		637,960.93	2,611,181.82			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2026 - RUBBISH COLLECTION & DISPOSAL						
Revenues						
Dept 0000						
2026-0000-403.0000	RUBBISH FEES	1,465,500.00	1,301,049.39	13,130.88	164,450.61	88.78
2026-0000-404.0000	TAX CHARGEBACKS	(2,000.00)	0.00	0.00	(2,000.00)	0.00
2026-0000-650.0000	CURBSIDE RECYCLING INCOME	1,700.00	1,001.00	154.00	699.00	58.88
2026-0000-666.0000	INTEREST INCOME	1,500.00	5,523.76	0.00	(4,023.76)	368.25
Total Dept 0000		1,466,700.00	1,307,574.15	13,284.88	159,125.85	89.15
TOTAL REVENUES		1,466,700.00	1,307,574.15	13,284.88	159,125.85	89.15
Expenditures						
Dept 0000						
2026-0000-830.0000	GARBAGE COLLECTION	1,465,500.00	1,099,103.40	122,122.60	366,396.60	75.00
Total Dept 0000		1,465,500.00	1,099,103.40	122,122.60	366,396.60	75.00
TOTAL EXPENDITURES		1,465,500.00	1,099,103.40	122,122.60	366,396.60	75.00
Fund 2026 - RUBBISH COLLECTION & DISPOSAL:						
TOTAL REVENUES		1,466,700.00	1,307,574.15	13,284.88	159,125.85	89.15
TOTAL EXPENDITURES		1,465,500.00	1,099,103.40	122,122.60	366,396.60	75.00
NET OF REVENUES & EXPENDITURES		1,200.00	208,470.75	(108,837.72)	(207,270.75)	.7,372.56
BEG. FUND BALANCE		105,459.26	105,459.26			
END FUND BALANCE		106,659.26	313,930.01			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2049 - BUILDING DEPARTMENT FUND						
Revenues						
Dept 0000						
2049-0000-450.0000	PERMITS & LICENSE FEES	150,000.00	117,631.50	35,662.50	32,368.50	78.42
2049-0000-478.0000	MMJ LICENSE & LATE FEES	68,000.00	66,568.31	21,268.31	1,431.69	97.89
2049-0000-624.0000	CONDEMNED HOUSING	13,000.00	45,449.46	0.00	(32,449.46)	349.61
2049-0000-624.0001	SITE CLEAN UP	600.00	5,250.18	0.00	(4,650.18)	875.03
2049-0000-625.0000	INSPECTION FEES	30,000.00	24,725.00	3,090.00	5,275.00	82.42
2049-0000-626.0000	ABANDON PROPERTY REGISTRATION FEES	3,000.00	560.00	0.00	2,440.00	18.67
2049-0000-641.0000	WEED CUTTING REVENUE (INVOICED OUT)	25,000.00	19,945.36	0.00	5,054.64	79.78
2049-0000-657.0000	CODE ENFORCEMENT FINES	1,000.00	300.00	0.00	700.00	30.00
2049-0000-664.0000	SOIL EROSION SERVICES	5,000.00	12,150.00	1,900.00	(7,150.00)	243.00
2049-0000-666.0000	INTEREST INCOME	1,000.00	13,327.48	0.00	(12,327.48)	1,332.75
2049-0000-673.0000	SALE OF PROPERTY	100,000.00	0.00	0.00	100,000.00	0.00
2049-0000-678.0000	REIMBURSEMENT INCOME	6,000.00	0.95	0.00	5,999.05	0.02
2049-0000-694.0000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
Total Dept 0000		403,100.00	305,908.24	61,920.81	97,191.76	75.89
TOTAL REVENUES		403,100.00	305,908.24	61,920.81	97,191.76	75.89
Expenditures						
Dept 2061 - BUILDING						
2049-2061-703.0000	ADMINISTRATIVE SALARIES	13,500.00	7,992.50	500.89	5,507.50	59.20
2049-2061-706.0000	SALARIES PERMANENT	104,400.00	40,802.68	3,736.87	63,597.32	39.08
2049-2061-708.0000	SHARED SALARIES	10,400.00	6,517.53	675.88	3,882.47	62.67
2049-2061-709.0000	OVERTIME	2,000.00	517.31	83.44	1,482.69	25.87
2049-2061-717.0000	RETIREMENT - MERS ACTIVE	3,500.00	996.43	163.13	2,503.57	28.47
2049-2061-718.0000	RETIREMENT - MERS RETIREES	24,400.00	16,461.86	1,881.73	7,938.14	67.47
2049-2061-719.0000	FRINGE BENEFITS	67,500.00	37,073.10	6,501.06	30,426.90	54.92
2049-2061-727.0000	OFFICE SUPPLIES	1,200.00	705.30	60.84	494.70	58.78
2049-2061-728.0000	INFORMATION TECH ALLOCATION	12,000.00	16,900.00	0.00	(4,900.00)	140.83
2049-2061-731.0000	POSTAGE	1,200.00	955.45	207.10	244.55	79.62
2049-2061-757.0000	OPERATING EXPENDITURES	7,000.00	2,543.96	545.94	4,456.04	36.34
2049-2061-804.0000	MMJ RELATED EXPENDITURES	30,000.00	2,686.41	661.68	27,313.59	8.95
2049-2061-818.0000	CONTRACTUAL SERVICES	50,000.00	46,020.00	4,950.00	3,980.00	92.04
2049-2061-826.0000	LEGAL	2,500.00	2,593.75	312.50	(93.75)	103.75
2049-2061-828.0000	MEMBERSHIP & DUES	600.00	0.00	0.00	600.00	0.00
2049-2061-864.0000	TRAINING	5,000.00	125.88	0.00	4,874.12	2.52
2049-2061-920.0000	UTILITIES	3,700.00	1,976.66	0.00	1,723.34	53.42
2049-2061-920.1000	ERC LED PROGRAM	400.00	192.43	27.49	207.57	48.11
2049-2061-943.0000	EQUIPMENT RENTAL	18,000.00	9,193.11	1,090.43	8,806.89	51.07
2049-2061-959.0000	CONDEMNED HOUSING	100,000.00	35,849.63	0.00	64,150.37	35.85
2049-2061-961.0000	WEED CUTTING EXP. TO BE BILLED OUT	20,000.00	7,048.38	0.00	12,951.62	35.24
2049-2061-964.0000	SOIL EROSION SERVICES	1,000.00	1,139.30	716.71	(139.30)	113.93
2049-2061-966.0000	BLIGHT ELMINATION GRANT EXPENDITURE	15,000.00	43.00	0.00	14,957.00	0.29
2049-2061-984.0000	OFFICE EQUIPMENT	5,000.00	4,053.89	0.00	946.11	81.08
Total Dept 2061 - BUILDING		498,300.00	242,388.56	22,115.69	255,911.44	48.64
TOTAL EXPENDITURES		498,300.00	242,388.56	22,115.69	255,911.44	48.64
Fund 2049 - BUILDING DEPARTMENT FUND:						
TOTAL REVENUES		403,100.00	305,908.24	61,920.81	97,191.76	75.89

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2049 - BUILDING DEPARTMENT FUND						
TOTAL EXPENDITURES		498,300.00	242,388.56	22,115.69	255,911.44	48.64
NET OF REVENUES & EXPENDITURES		(95,200.00)	63,519.68	39,805.12	(158,719.68)	66.72
BEG. FUND BALANCE		1,138,096.17	1,138,096.17			
END FUND BALANCE		1,042,896.17	1,201,615.85			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2065 - DRUG LAW ENFORCEMENT FUND						
Revenues						
Dept 0000						
2065-0000-666.0000	INTEREST INCOME	0.00	138.28	0.00	(138.28)	100.00
2065-0000-678.0001	DRUG FORFEITURE CLEARED	3,000.00	7,962.00	0.00	(4,962.00)	265.40
Total Dept 0000		3,000.00	8,100.28	0.00	(5,100.28)	270.01
TOTAL REVENUES		3,000.00	8,100.28	0.00	(5,100.28)	270.01
Expenditures						
Dept 0000						
2065-0000-955.0000	DRUG LAW ENFORCEMENT RELATED EXP	9,000.00	381.75	0.00	8,618.25	4.24
Total Dept 0000		9,000.00	381.75	0.00	8,618.25	4.24
TOTAL EXPENDITURES		9,000.00	381.75	0.00	8,618.25	4.24
Fund 2065 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES		3,000.00	8,100.28	0.00	(5,100.28)	270.01
TOTAL EXPENDITURES		9,000.00	381.75	0.00	8,618.25	4.24
NET OF REVENUES & EXPENDITURES		(6,000.00)	7,718.53	0.00	(13,718.53)	128.64
BEG. FUND BALANCE		5,668.48	5,668.48			
END FUND BALANCE		(331.52)	13,387.01			

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REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2067 - POLICE K9 FUND						
Revenues						
Dept 0000						
2067-0000-666.0000	INTEREST INCOME	0.00	61.79	0.00	(61.79)	100.00
2067-0000-671.0000	DONATIONS	100.00	11,295.89	450.00	(11,195.89)	.1,295.89
Total Dept 0000		100.00	11,357.68	450.00	(11,257.68)	.1,357.68
TOTAL REVENUES		100.00	11,357.68	450.00	(11,257.68)	.1,357.68
Expenditures						
Dept 0000						
2067-0000-757.0000	OPERATING EXPENDITURES	1,300.00	596.87	99.98	703.13	45.91
Total Dept 0000		1,300.00	596.87	99.98	703.13	45.91
TOTAL EXPENDITURES		1,300.00	596.87	99.98	703.13	45.91
Fund 2067 - POLICE K9 FUND:						
TOTAL REVENUES		100.00	11,357.68	450.00	(11,257.68)	.1,357.68
TOTAL EXPENDITURES		1,300.00	596.87	99.98	703.13	45.91
NET OF REVENUES & EXPENDITURES		(1,200.00)	10,760.81	350.02	(11,960.81)	896.73
BEG. FUND BALANCE		2,736.41	2,736.41			
END FUND BALANCE		1,536.41	13,497.22			

Attachment: Revenue and Expenditure Report 2-29-20 (4762 : Revenue and Expenditure Report as of

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2069 - SENIOR CITIZENS CENTER FUND						
Revenues						
Dept 0000						
2069-0000-580.0000	COUNTY SENIOR MILLAGE REVENUE	170,300.00	70,864.88	10,466.36	99,435.12	41.61
2069-0000-666.0000	INTEREST INCOME	300.00	2,396.85	0.00	(2,096.85)	798.95
2069-0000-675.0000	REFUNDS & REBATES	500.00	322.21	0.00	177.79	64.44
2069-0000-678.0000	REIMBURSEMENT INCOME	500.00	10,625.96	0.00	(10,125.96)	2,125.19
2069-0000-691.0651	COMMUNITY DEVELOPMENT BLOCK GRANT REV	18,100.00	10,611.34	5,305.67	7,488.66	58.63
2069-0000-691.0655	SENIOR CITIZENS DONATION REVENUES	12,000.00	4,318.00	1,218.00	7,682.00	35.98
2069-0000-691.1001	CONTRIBUTION FROM GENERAL FUND	180,000.00	180,000.00	0.00	0.00	100.00
2069-0000-694.0001	HALL RENTAL	7,000.00	11,325.00	1,700.00	(4,325.00)	161.79
Total Dept 0000		388,700.00	290,464.24	18,690.03	98,235.76	74.73
TOTAL REVENUES		388,700.00	290,464.24	18,690.03	98,235.76	74.73
Expenditures						
Dept 2069 - SENIOR CITIZENS CENTER						
2069-2069-705.0000	COORDINATOR SALARY	64,100.00	41,600.46	4,925.08	22,499.54	64.90
2069-2069-706.0000	SALARIES PERMANENT	69,100.00	39,836.22	5,001.57	29,263.78	57.65
2069-2069-708.0000	SHARED SALARIES	8,500.00	4,180.09	475.89	4,319.91	49.18
2069-2069-709.0000	OVERTIME	1,000.00	387.54	0.77	612.46	38.75
2069-2069-717.0000	RETIREMENT - MERS ACTIVE	1,100.00	159.12	22.85	940.88	14.47
2069-2069-718.0000	RETIREMENT - MERS RETIREES	4,800.00	3,219.62	447.81	1,580.38	67.08
2069-2069-719.0000	FRINGE BENEFITS	85,600.00	53,674.36	2,734.68	31,925.64	62.70
2069-2069-728.0000	INFORMATION TECH ALLOCATION	20,900.00	20,400.00	0.00	500.00	97.61
2069-2069-757.0000	OPERATING EXPENDITURES	200.00	21.11	0.00	178.89	10.56
2069-2069-776.0000	SUPPLIES	20,000.00	8,211.67	1,017.44	11,788.33	41.06
2069-2069-818.0000	CONTRACTUAL SERVICES	19,000.00	11,248.03	1,393.00	7,751.97	59.20
2069-2069-828.0000	MEMBERSHIP & DUES	200.00	75.00	25.00	125.00	37.50
2069-2069-864.0000	TRAINING	200.00	89.21	0.00	110.79	44.61
2069-2069-910.0000	INSURANCE	3,900.00	3,673.04	0.00	226.96	94.18
2069-2069-920.0000	UTILITIES	24,000.00	12,120.83	45.83	11,879.17	50.50
2069-2069-920.1000	ERC LED PROGRAM	2,100.00	1,350.40	168.80	749.60	64.30
2069-2069-921.0000	SEWER PAYMENTS	3,600.00	1,988.46	0.00	1,611.54	55.24
2069-2069-931.0000	REPAIR & MAINTENANCE	17,500.00	8,150.18	1,193.25	9,349.82	46.57
2069-2069-943.0000	EQUIPMENT RENTAL	19,000.00	10,848.88	1,300.38	8,151.12	57.10
2069-2069-956.0000	MISCELLANEOUS	1,000.00	100.00	25.00	900.00	10.00
2069-2069-985.0000	VEHICLE	45,000.00	0.00	0.00	45,000.00	0.00
Total Dept 2069 - SENIOR CITIZENS CENTER		410,800.00	221,334.22	18,777.35	189,465.78	53.88
TOTAL EXPENDITURES		410,800.00	221,334.22	18,777.35	189,465.78	53.88
Fund 2069 - SENIOR CITIZENS CENTER FUND:						
TOTAL REVENUES		388,700.00	290,464.24	18,690.03	98,235.76	74.73
TOTAL EXPENDITURES		410,800.00	221,334.22	18,777.35	189,465.78	53.88
NET OF REVENUES & EXPENDITURES		(22,100.00)	69,130.02	(87.32)	(91,230.02)	312.81
BEG. FUND BALANCE		202,159.31	202,159.31			
END FUND BALANCE		180,059.31	271,289.33			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2071 - BURTON YOUTH LEAGUE						
Revenues						
Dept 0000						
2071-0000-666.0000	INTEREST INCOME	0.00	119.96	0.00	(119.96)	100.00
2071-0000-695.0000	ACTIVITIES REVENUE	31,200.00	0.00	0.00	31,200.00	0.00
Total Dept 0000		31,200.00	119.96	0.00	31,080.04	0.38
TOTAL REVENUES		31,200.00	119.96	0.00	31,080.04	0.38
Expenditures						
Dept 0000						
2071-0000-706.0000	SALARIES PERMANENT	18,000.00	5,805.00	0.00	12,195.00	32.25
2071-0000-719.0000	PAYROLL FRINGES	1,500.00	320.18	0.00	1,179.82	21.35
2071-0000-757.0000	OPERATING EXPENDITURES	14,000.00	1,212.94	69.98	12,787.06	8.66
Total Dept 0000		33,500.00	7,338.12	69.98	26,161.88	21.90
TOTAL EXPENDITURES		33,500.00	7,338.12	69.98	26,161.88	21.90
Fund 2071 - BURTON YOUTH LEAGUE:						
TOTAL REVENUES		31,200.00	119.96	0.00	31,080.04	0.38
TOTAL EXPENDITURES		33,500.00	7,338.12	69.98	26,161.88	21.90
NET OF REVENUES & EXPENDITURES		(2,300.00)	(7,218.16)	(69.98)	4,918.16	313.83
BEG. FUND BALANCE		17,457.08	17,457.08			
END FUND BALANCE		15,157.08	10,238.92			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2072 - POLICE/FIRE SCULPTURE FUND						
Revenues						
Dept 0000						
2072-0000-666.0000	INTEREST INCOME	0.00	108.43	0.00	(108.43)	100.00
Total Dept 0000		0.00	108.43	0.00	(108.43)	100.00
TOTAL REVENUES		0.00	108.43	0.00	(108.43)	100.00
Fund 2072 - POLICE/FIRE SCULPTURE FUND:						
TOTAL REVENUES		0.00	108.43	0.00	(108.43)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	108.43	0.00	(108.43)	100.00
BEG. FUND BALANCE		37,377.32	37,377.32			
END FUND BALANCE		37,377.32	37,485.75			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2073 - VETERAN'S MEMORIAL PARK FUND						
Revenues						
Dept 0000						
2073-0000-666.0000	INTEREST INCOME	100.00	230.32	0.00	(130.32)	230.32
2073-0000-671.0000	DONATIONS	5,000.00	5,000.00	5,000.00	0.00	100.00
Total Dept 0000		5,100.00	5,230.32	5,000.00	(130.32)	102.56
TOTAL REVENUES		5,100.00	5,230.32	5,000.00	(130.32)	102.56
Expenditures						
Dept 0000						
2073-0000-818.0000	CONTRACTUAL SERVICES	500.00	84.47	0.00	415.53	16.89
2073-0000-938.0000	MAINT OF GROUNDS	0.00	218.39	0.00	(218.39)	100.00
Total Dept 0000		500.00	302.86	0.00	197.14	60.57
TOTAL EXPENDITURES		500.00	302.86	0.00	197.14	60.57
Fund 2073 - VETERAN'S MEMORIAL PARK FUND:						
TOTAL REVENUES		5,100.00	5,230.32	5,000.00	(130.32)	102.56
TOTAL EXPENDITURES		500.00	302.86	0.00	197.14	60.57
NET OF REVENUES & EXPENDITURES		4,600.00	4,927.46	5,000.00	(327.46)	107.12
BEG. FUND BALANCE		20,171.15	20,171.15			
END FUND BALANCE		24,771.15	25,098.61			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2074 - CANCER SURVIVOR PARK						
Revenues						
Dept 0000						
2074-0000-666.0000	INTEREST INCOME	0.00	15.52	0.00	(15.52)	100.00
Total Dept 0000		0.00	15.52	0.00	(15.52)	100.00
TOTAL REVENUES		0.00	15.52	0.00	(15.52)	100.00
Fund 2074 - CANCER SURVIVOR PARK:						
TOTAL REVENUES		0.00	15.52	0.00	(15.52)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	15.52	0.00	(15.52)	100.00
BEG. FUND BALANCE		1,354.39	1,354.39			
END FUND BALANCE		1,354.39	1,369.91			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2075 - MEMORIAL DAY RACE FUND						
Revenues						
Dept 0000						
2075-0000-651.0000	RACE ADMISSION FEES	18,000.00	0.00	0.00	18,000.00	0.00
2075-0000-666.0000	INTEREST INCOME	0.00	112.37	0.00	(112.37)	100.00
2075-0000-674.0000	DONATIONS	500.00	550.00	250.00	(50.00)	110.00
Total Dept 0000		18,500.00	662.37	250.00	17,837.63	3.58
TOTAL REVENUES		18,500.00	662.37	250.00	17,837.63	3.58
Expenditures						
Dept 7051 - PARKS & RECREATION						
2075-7051-752.0000	SUPPLIES	18,000.00	2,100.00	0.00	15,900.00	11.67
Total Dept 7051 - PARKS & RECREATION		18,000.00	2,100.00	0.00	15,900.00	11.67
TOTAL EXPENDITURES		18,000.00	2,100.00	0.00	15,900.00	11.67
Fund 2075 - MEMORIAL DAY RACE FUND:						
TOTAL REVENUES		18,500.00	662.37	250.00	17,837.63	3.58
TOTAL EXPENDITURES		18,000.00	2,100.00	0.00	15,900.00	11.67
NET OF REVENUES & EXPENDITURES		500.00	(1,437.63)	250.00	1,937.63	287.53
BEG. FUND BALANCE		11,159.19	11,159.19			
END FUND BALANCE		11,659.19	9,721.56			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2076 - VETERAN HONOR RUN FUND						
Revenues						
Dept 0000						
2076-0000-651.0000	RACE ADMISSION FEES	17,000.00	10,328.00	0.00	6,672.00	60.75
2076-0000-666.0000	INTEREST INCOME	0.00	46.33	0.00	(46.33)	100.00
2076-0000-674.0000	DONATIONS	4,000.00	1,860.00	250.00	2,140.00	46.50
Total Dept 0000		21,000.00	12,234.33	250.00	8,765.67	58.26
TOTAL REVENUES		21,000.00	12,234.33	250.00	8,765.67	58.26
Expenditures						
Dept 7051 - PARKS & RECREATION						
2076-7051-752.0000	SUPPLIES	21,000.00	12,044.05	2,000.00	8,955.95	57.35
Total Dept 7051 - PARKS & RECREATION		21,000.00	12,044.05	2,000.00	8,955.95	57.35
TOTAL EXPENDITURES		21,000.00	12,044.05	2,000.00	8,955.95	57.35
Fund 2076 - VETERAN HONOR RUN FUND:						
TOTAL REVENUES		21,000.00	12,234.33	250.00	8,765.67	58.26
TOTAL EXPENDITURES		21,000.00	12,044.05	2,000.00	8,955.95	57.35
NET OF REVENUES & EXPENDITURES		0.00	190.28	(1,750.00)	(190.28)	100.00
BEG. FUND BALANCE		2,589.56	2,589.56			
END FUND BALANCE		2,589.56	2,779.84			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2077 - BURTON MILE FUND						
Revenues						
Dept 0000						
2077-0000-651.0000	RACE ADMISSION FEES	5,000.00	0.00	0.00	5,000.00	0.00
2077-0000-666.0000	INTEREST INCOME	0.00	21.41	0.00	(21.41)	100.00
Total Dept 0000		5,000.00	21.41	0.00	4,978.59	0.43
TOTAL REVENUES		5,000.00	21.41	0.00	4,978.59	0.43
Expenditures						
Dept 7051 - PARKS & RECREATION						
2077-7051-752.0000	SUPPLIES	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 7051 - PARKS & RECREATION		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
Fund 2077 - BURTON MILE FUND:						
TOTAL REVENUES		5,000.00	21.41	0.00	4,978.59	0.43
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	21.41	0.00	(21.41)	100.00
BEG. FUND BALANCE		1,868.52	1,868.52			
END FUND BALANCE		1,868.52	1,889.93			

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 2078 - BURTON RACE SERIES FUND						
Revenues						
Dept 0000						
2078-0000-651.0000	RACE ADMISSION FEES	5,000.00	0.00	0.00	5,000.00	0.00
2078-0000-674.0000	DONATIONS	0.00	2,500.00	2,500.00	(2,500.00)	100.00
Total Dept 0000		5,000.00	2,500.00	2,500.00	2,500.00	50.00
TOTAL REVENUES		5,000.00	2,500.00	2,500.00	2,500.00	50.00
Expenditures						
Dept 7051 - PARKS & RECREATION						
2078-7051-752.0000	SUPPLIES	5,000.00	2,127.25	0.00	2,872.75	42.55
Total Dept 7051 - PARKS & RECREATION		5,000.00	2,127.25	0.00	2,872.75	42.55
TOTAL EXPENDITURES		5,000.00	2,127.25	0.00	2,872.75	42.55
Fund 2078 - BURTON RACE SERIES FUND:						
TOTAL REVENUES		5,000.00	2,500.00	2,500.00	2,500.00	50.00
TOTAL EXPENDITURES		5,000.00	2,127.25	0.00	2,872.75	42.55
NET OF REVENUES & EXPENDITURES		0.00	372.75	2,500.00	(372.75)	100.00
BEG. FUND BALANCE		1,828.09	1,828.09			
END FUND BALANCE		1,828.09	2,200.84			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 4001 - CAPITAL IMPROVEMENT						
Revenues						
Dept 0000						
4001-0000-666.0000	INTEREST INCOME	100.00	11.89	0.00	88.11	11.89
4001-0000-691.5013	TRANSFER FROM DDA	3,000.00	3,000.00	0.00	0.00	100.00
Total Dept 0000		3,100.00	3,011.89	0.00	88.11	97.16
TOTAL REVENUES		3,100.00	3,011.89	0.00	88.11	97.16
Expenditures						
Dept 0000						
4001-0000-903.0000	LIBRARY EXPANSION	5,000.00	356.00	0.00	4,644.00	7.12
4001-0000-908.0000	DDA CORRIDOR IMPROVEMENTS	12,000.00	0.00	0.00	12,000.00	0.00
Total Dept 0000		17,000.00	356.00	0.00	16,644.00	2.09
TOTAL EXPENDITURES		17,000.00	356.00	0.00	16,644.00	2.09
Fund 4001 - CAPITAL IMPROVEMENT:						
TOTAL REVENUES		3,100.00	3,011.89	0.00	88.11	97.16
TOTAL EXPENDITURES		17,000.00	356.00	0.00	16,644.00	2.09
NET OF REVENUES & EXPENDITURES		(13,900.00)	2,655.89	0.00	(16,555.89)	19.11
BEG. FUND BALANCE		38,133.74	38,133.74			
END FUND BALANCE		24,233.74	40,789.63			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 4206 - FIRE CAPITAL PROJECTS FUND						
Revenues						
Dept 0000						
4206-0000-666.0000	INTEREST INCOME	1,000.00	672.38	0.00	327.62	67.24
4206-0000-691.2006	TRANSFER IN FROM FIRE DEPT.	150,000.00	150,000.00	0.00	0.00	100.00
4206-0000-697.0000	LOAN PROCEEDS	820,000.00	820,000.00	0.00	0.00	100.00
Total Dept 0000		971,000.00	970,672.38	0.00	327.62	99.97
TOTAL REVENUES		971,000.00	970,672.38	0.00	327.62	99.97
Expenditures						
Dept 0000						
4206-0000-970.0000	CAPITAL OUTLAY	1,020,000.00	1,020,000.00	0.00	0.00	100.00
4206-0000-991.0000	PRINCIPAL ON FIRE TRUCK LOAN	21,900.00	21,831.87	0.00	68.13	99.69
4206-0000-995.0000	INTEREST ON FIRE TRUCK LOAN	17,500.00	17,424.06	0.00	75.94	99.57
Total Dept 0000		1,059,400.00	1,059,255.93	0.00	144.07	99.99
TOTAL EXPENDITURES		1,059,400.00	1,059,255.93	0.00	144.07	99.99
Fund 4206 - FIRE CAPITAL PROJECTS FUND:						
TOTAL REVENUES		971,000.00	970,672.38	0.00	327.62	99.97
TOTAL EXPENDITURES		1,059,400.00	1,059,255.93	0.00	144.07	99.99
NET OF REVENUES & EXPENDITURES		(88,400.00)	(88,583.55)	0.00	183.55	100.21
BEG. FUND BALANCE		114,871.40	114,871.40			
END FUND BALANCE		26,471.40	26,287.85			

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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5090 - SEWER FUND						
Revenues						
Dept 0000						
5090-0000-610.0000	TAP IN FEES	90,000.00	87,471.30	69,000.00	2,528.70	97.19
5090-0000-611.0000	USAGE FEES	5,800,000.00	3,871,355.62	467,740.72	1,928,644.38	66.75
5090-0000-625.0000	INSPECTION FEES	5,000.00	9,062.67	1,019.45	(4,062.67)	181.25
5090-0000-631.0000	SERVICE CHARGES	100.00	0.00	0.00	100.00	0.00
5090-0000-649.0000	MATERIAL SALES	1,000.00	373.37	1.82	626.63	37.34
5090-0000-662.0000	PENALTIES	189,000.00	132,463.98	19,848.07	56,536.02	70.09
5090-0000-666.0000	INTEREST INCOME	90,000.00	126,261.79	0.00	(36,261.79)	140.29
5090-0000-666.2002	INTEREST DUE FROM MAJOR STREETS	17,900.00	0.00	0.00	17,900.00	0.00
5090-0000-666.4146	INTEREST DUE FROM AMY STREET	4,700.00	0.00	0.00	4,700.00	0.00
5090-0000-667.0000	TAP IN INTEREST	0.00	10,449.80	423.80	(10,449.80)	100.00
5090-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	25,730.77	0.00	(25,730.77)	100.00
5090-0000-673.0000	SALE OF ASSETS	0.00	20.00	0.00	(20.00)	100.00
5090-0000-675.0000	REFUNDS & REBATES	3,000.00	1,832.02	0.00	1,167.98	61.07
5090-0000-678.0000	REIMBURSEMENT INCOME	1,000.00	960.48	0.00	39.52	96.05
5090-0000-694.0000	MISCELLANEOUS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 0000		6,202,700.00	4,265,981.80	558,033.86	1,936,718.20	68.78
TOTAL REVENUES		6,202,700.00	4,265,981.80	558,033.86	1,936,718.20	68.78
Expenditures						
Dept 5090 - SEWER EXPENSES						
5090-5090-703.0000	ADMINISTRATION SALARIES	41,200.00	25,008.88	2,142.10	16,191.12	60.70
5090-5090-705.0000	SUPERVISION SALARIES	60,000.00	27,740.38	1,465.18	32,259.62	46.23
5090-5090-706.0000	SALARIES PERMANENT	145,000.00	107,174.70	13,247.07	37,825.30	73.91
5090-5090-708.0000	SHARED SALARIES	110,500.00	66,302.32	8,126.02	44,197.68	60.00
5090-5090-709.0000	OVERTIME	12,000.00	7,947.62	260.24	4,052.38	66.23
5090-5090-717.0000	RETIREMENT - MERS ACTIVE	15,800.00	5,348.48	578.24	10,451.52	33.85
5090-5090-718.0000	RETIREMENT - MERS RETIREES	102,700.00	71,302.39	7,068.19	31,397.61	69.43
5090-5090-719.0000	FRINGE BENEFITS	239,400.00	150,163.34	16,941.15	89,236.66	62.72
5090-5090-719.1000	OPEB EXPENSE	110,000.00	0.00	0.00	110,000.00	0.00
5090-5090-727.0000	OFFICE SUPPLIES	2,000.00	917.28	60.83	1,082.72	45.86
5090-5090-728.0000	INFORMATION TECH ALLOCATION	21,000.00	17,000.00	0.00	4,000.00	80.95
5090-5090-731.0000	POSTAGE	18,000.00	8,048.86	916.09	9,951.14	44.72
5090-5090-757.0000	OPERATING EXPENDITURES	24,000.00	11,571.00	341.01	12,429.00	48.21
5090-5090-789.0000	PIPE & FITTINGS	10,000.00	12.00	0.00	9,988.00	0.12
5090-5090-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	12,000.00	9,045.23	0.00	2,954.77	75.38
5090-5090-818.0000	CONTRACTUAL SERVICE	350,000.00	67,085.77	2,280.50	282,914.23	19.17
5090-5090-819.0000	BILL PRINTING/RETURN ENVELOPES	4,600.00	3,752.55	301.41	847.45	81.58
5090-5090-826.0000	LEGAL	1,500.00	0.00	0.00	1,500.00	0.00
5090-5090-828.0000	MEMBERSHIP & DUES	100.00	0.00	0.00	100.00	0.00
5090-5090-864.0000	TRAINING	9,000.00	809.19	0.00	8,190.81	8.99
5090-5090-875.0000	PENSION EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00
5090-5090-920.1000	ERC LED PROGRAM	500.00	281.68	40.24	218.32	56.34
5090-5090-928.0000	TREATMENT EXPENSE	3,500,000.00	1,685,557.81	263,052.77	1,814,442.19	48.16
5090-5090-929.0000	PUMP STATION EXPENSE	42,000.00	20,620.71	1,805.47	21,379.29	49.10
5090-5090-934.0000	REPAIR & MAINTENANCE	100,000.00	11,961.84	480.00	88,038.16	11.96
5090-5090-935.0000	PROPERTY LIABILITY INSURANCE	19,600.00	11,301.82	0.00	8,298.18	57.66
5090-5090-943.0000	EQUIPMENT RENTAL	79,900.00	43,163.05	3,865.93	36,736.95	54.02
5090-5090-943.2005	EQUIPMENT RENTAL PROJECT FUSION	100.00	86.81	0.00	13.19	86.81
5090-5090-956.0000	MISCELLANEOUS EXPENSE	1,000.00	300.00	0.00	700.00	30.00
5090-5090-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	15,000.00	0.00	0.00	15,000.00	0.00
5090-5090-968.0000	DEPRECIATION EXPENSE	675,000.00	0.00	0.00	675,000.00	0.00
5090-5090-995.2015	INTEREST ON SRF FINANCING	168,000.00	125,874.88	82,467.94	42,125.12	74.93

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
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Fund 5090 - SEWER FUND						
Expenditures						
Total Dept 5090 - SEWER EXPENSES		5,989,900.00	2,478,378.59	405,440.38	3,511,521.41	41.38
TOTAL EXPENDITURES		5,989,900.00	2,478,378.59	405,440.38	3,511,521.41	41.38
Fund 5090 - SEWER FUND:						
TOTAL REVENUES		6,202,700.00	4,265,981.80	558,033.86	1,936,718.20	68.78
TOTAL EXPENDITURES		5,989,900.00	2,478,378.59	405,440.38	3,511,521.41	41.38
NET OF REVENUES & EXPENDITURES		212,800.00	1,787,603.21	152,593.48	(1,574,803.21)	840.04
BEG. FUND BALANCE		37,809,487.56	37,809,487.56			
END FUND BALANCE		38,022,287.56	39,597,090.77			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 5091 - WATER DEPARTMENT						
Revenues						
Dept 0000						
5091-0000-610.0000	CITY TAP-IN FEES	75,000.00	57,545.50	35,800.00	17,454.50	76.73
5091-0000-610.0625	FRONT FOOT FEE REVENUE	3,000.00	2,135.42	189.00	864.58	71.18
5091-0000-611.0000	USAGE FEES	5,750,000.00	4,217,132.87	489,969.42	1,532,867.13	73.34
5091-0000-625.0000	INSPECTION & APPROVAL FEES	45,000.00	57,441.71	10,762.70	(12,441.71)	127.65
5091-0000-631.0000	SERVICE CHARGES	58,000.00	64,311.80	11,557.07	(6,311.80)	110.88
5091-0000-632.0000	WATER TURN ON/SHUT OFF REVENUE	50,000.00	34,365.00	4,505.00	15,635.00	68.73
5091-0000-649.0000	MATERIAL, REPAIRS & MAINTENANCE	40,000.00	55,825.58	4,697.17	(15,825.58)	139.56
5091-0000-661.0000	LATE CHARGES	194,000.00	106,286.88	15,997.48	87,713.12	54.79
5091-0000-666.0000	INTEREST INCOME	10,300.00	2,849.15	0.00	7,450.85	27.66
5091-0000-667.0000	TAP IN INTEREST	800.00	373.69	0.00	426.31	46.71
5091-0000-675.0000	REFUNDS & REBATES	2,000.00	1,745.77	0.00	254.23	87.29
5091-0000-678.0000	REIMBURSEMENT INCOME	4,000.00	3,171.03	90.00	828.97	79.28
5091-0000-691.1001	TRANSFER FROM GENERAL FUND	672,000.00	672,000.00	0.00	0.00	100.00
5091-0000-694.0000	MISCELLANEOUS	1,500.00	1,449.00	0.00	51.00	96.60
5091-0000-694.0002	FIRE HYDRANT METER DEPOSIT REVENUE	3,000.00	1,000.00	0.00	2,000.00	33.33
Total Dept 0000		6,908,600.00	5,277,633.40	573,567.84	1,630,966.60	76.39
TOTAL REVENUES		6,908,600.00	5,277,633.40	573,567.84	1,630,966.60	76.39
Expenditures						
Dept 5091 - WATER EXPENSES						
5091-5091-703.0000	ADMINISTRATION SALARIES	21,600.00	14,101.11	1,470.21	7,498.89	65.28
5091-5091-705.0000	SUPERVISION SALARIES	60,000.00	27,738.05	1,464.87	32,261.95	46.23
5091-5091-706.0000	SALARIES PERMANENT	265,000.00	125,495.07	14,193.84	139,504.93	47.36
5091-5091-708.0000	SHARED SALARIES	129,600.00	78,910.08	9,485.09	50,689.92	60.89
5091-5091-709.0000	OVERTIME	30,000.00	7,192.17	354.18	22,807.83	23.97
5091-5091-717.0000	RETIREMENT - MERS ACTIVE	15,100.00	5,453.32	708.12	9,646.68	36.11
5091-5091-718.0000	RETIREMENT - MERS RETIREES	103,500.00	57,522.69	6,880.43	45,977.31	55.58
5091-5091-719.0000	FRINGE BENEFITS	259,300.00	157,798.17	15,816.65	101,501.83	60.86
5091-5091-719.1000	OPEB EXPENSE	40,000.00	0.00	0.00	40,000.00	0.00
5091-5091-727.0000	OFFICE SUPPLIES	1,500.00	796.04	60.84	703.96	53.07
5091-5091-728.0000	INFORMATION TECH ALLOCATION	21,000.00	16,300.00	0.00	4,700.00	77.62
5091-5091-731.0000	POSTAGE	15,000.00	9,296.67	1,459.38	5,703.33	61.98
5091-5091-757.0000	OPERATING EXPENDITURES	20,000.00	13,899.94	585.41	6,100.06	69.50
5091-5091-776.0000	REPAIR & MAINTENANCE	35,000.00	3,302.77	0.00	31,697.23	9.44
5091-5091-782.0000	SAND & GRAVEL	1,800.00	0.00	0.00	1,800.00	0.00
5091-5091-789.0000	PIPE & FITTING	60,000.00	43,499.85	0.00	16,500.15	72.50
5091-5091-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	10,300.00	10,270.15	0.00	29.85	99.71
5091-5091-814.0000	BILLING CHARGES	5,000.00	3,752.54	301.40	1,247.46	75.05
5091-5091-816.0000	CHARGES	3,850,000.00	2,107,133.91	376,925.58	1,742,866.09	54.73
5091-5091-818.0000	CONTRACTUAL SERVICE	100,000.00	35,220.64	4,460.00	64,779.36	35.22
5091-5091-818.1000	CONTRACTUAL - WATER TESTING	15,000.00	10,173.00	1,403.00	4,827.00	67.82
5091-5091-826.0000	LEGAL	600.00	62.50	0.00	537.50	10.42
5091-5091-828.0000	DUES & MEMBERSHIPS	1,100.00	850.00	0.00	250.00	77.27
5091-5091-864.0000	TRAINING	9,000.00	1,092.40	210.00	7,907.60	12.14
5091-5091-875.0000	PENSION EXPENSE	100,000.00	0.00	0.00	100,000.00	0.00
5091-5091-910.0000	INSURANCE	23,000.00	12,224.30	0.00	10,775.70	53.15
5091-5091-920.0000	UTILITIES	10,000.00	4,546.68	214.59	5,453.32	45.47
5091-5091-920.1000	ERC LED PROGRAM	500.00	276.22	39.46	223.78	55.24
5091-5091-943.0000	EQUIPMENT RENTAL	120,000.00	46,213.11	5,063.83	73,786.89	38.51
5091-5091-956.0000	MISCELLANEOUS	1,000.00	975.00	0.00	25.00	97.50
5091-5091-956.0002	FIRE HYDRANT METER REFUNDS	2,000.00	653.39	0.00	1,346.61	32.67
5091-5091-957.0020	SPECIAL ASSESSMENTS CITY OWNED TRANSFERS	11,000.00	0.00	0.00	11,000.00	0.00

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Fund 5091 - WATER DEPARTMENT						
Expenditures						
5091-5091-968.0000	DEPRECIATION EXPENSE	690,000.00	0.00	0.00	690,000.00	0.00
5091-5091-970.0500	STORZ HYDRANT COUPLINGS	10,000.00	0.00	0.00	10,000.00	0.00
5091-5091-995.2011	INTEREST 2011 FENTON RD PROJ	7,700.00	5,704.82	3,807.91	1,995.18	74.09
5091-5091-995.2012	INTEREST ON DWRF #1 FINANCING	122,000.00	90,743.30	59,298.65	31,256.70	74.38
5091-5091-995.2016	INTEREST ON DWRF #2 FINANCING	86,000.00	63,713.00	41,687.50	22,287.00	74.08
5091-5091-995.2017	INTEREST ON DWRF #3 FINANCING	82,200.00	61,464.28	40,546.39	20,735.72	74.77
5091-5091-995.2018	INTEREST ON DWRF #4 FINANCING	75,000.00	55,935.84	37,481.10	19,064.16	74.58
5091-5091-995.2019	INTEREST ON DWRF #5 FINANCING	36,000.00	27,369.14	18,294.42	8,630.86	76.03
5091-5091-995.7860	2011 REVENUE REFUNDING BOND INTEREST	1,500.00	1,242.00	0.00	258.00	82.80
5091-5091-999.2011	ADMIN FEE 2011 FENTON RD PROJ	100.00	100.00	50.00	0.00	100.00
5091-5091-999.7095	2011 WATER REFUNDING BOND EXPENDITURES	300.00	0.00	0.00	300.00	0.00
Total Dept 5091 - WATER EXPENSES		6,447,700.00	3,101,022.15	642,262.85	3,346,677.85	48.10
TOTAL EXPENDITURES		6,447,700.00	3,101,022.15	642,262.85	3,346,677.85	48.10
Fund 5091 - WATER DEPARTMENT:						
TOTAL REVENUES		6,908,600.00	5,277,633.40	573,567.84	1,630,966.60	76.39
TOTAL EXPENDITURES		6,447,700.00	3,101,022.15	642,262.85	3,346,677.85	48.10
NET OF REVENUES & EXPENDITURES		460,900.00	2,176,611.25	(68,695.01)	(1,715,711.25)	472.25
BEG. FUND BALANCE		17,630,524.47	17,630,524.47			
END FUND BALANCE		18,091,424.47	19,807,135.72			

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
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GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6036 - INFORMATION TECHNOLOGY FUND						
Revenues						
Dept 0000						
6036-0000-666.0000	INTEREST INCOME	1,000.00	175.17	0.00	824.83	17.52
6036-0000-669.0680	TECH CHARGES - LOCAL STREET	6,400.00	6,400.00	0.00	0.00	100.00
6036-0000-669.0681	TECH CHARGES - MAJOR STREET	9,500.00	9,500.00	0.00	0.00	100.00
6036-0000-669.0682	TECH CHARGES - SEWER	17,000.00	17,000.00	0.00	0.00	100.00
6036-0000-669.0683	TECH CHARGES - WATER	16,300.00	16,300.00	0.00	0.00	100.00
6036-0000-669.0684	TECH CHARGES - GENERAL FUND (ALL DEPTS)	242,000.00	242,000.00	0.00	0.00	100.00
6036-0000-669.0685	TECH CHARGES - MOTOR POOL	3,800.00	3,800.00	0.00	0.00	100.00
6036-0000-669.0686	TECH CHARGES - POLICE	67,000.00	67,000.00	0.00	0.00	100.00
6036-0000-669.0687	TECH CHARGES - FIRE	61,100.00	61,100.00	0.00	0.00	100.00
6036-0000-669.0689	TECH CHARGES - BUILDING	16,900.00	16,900.00	0.00	0.00	100.00
6036-0000-669.0690	TECH CHARGES-SENIOR CITIZEN	20,400.00	20,400.00	0.00	0.00	100.00
6036-0000-675.0000	REFUNDS & REBATES	100.00	0.00	0.00	100.00	0.00
6036-0000-694.0000	MISCELLANEOUS	0.00	26.00	0.00	(26.00)	100.00
Total Dept 0000		461,500.00	460,601.17	0.00	898.83	99.81
TOTAL REVENUES		461,500.00	460,601.17	0.00	898.83	99.81
Expenditures						
Dept 6036 - INFO TECH EXPENSES						
6036-6036-703.0000	ADMINISTRATIVE SALARY	71,800.00	46,825.41	5,460.21	24,974.59	65.22
6036-6036-706.0000	SALARIES PERMANENT	4,900.00	1,967.08	517.79	2,932.92	40.14
6036-6036-709.0000	OVERTIME	200.00	69.86	0.00	130.14	34.93
6036-6036-717.0000	RETIREMENT - MERS ACTIVE	11,900.00	98.43	11.58	11,801.57	0.83
6036-6036-718.0000	RETIREMENT - MERS RETIREES	31,100.00	26,320.90	3,112.56	4,779.10	84.63
6036-6036-719.0000	FRINGE BENEFITS	38,500.00	22,348.41	1,059.60	16,151.59	58.05
6036-6036-727.0000	OFFICE SUPPLIES	9,000.00	3,321.79	656.07	5,678.21	36.91
6036-6036-757.0000	OPERATING EXPENDITURES	1,500.00	11.61	0.00	1,488.39	0.77
6036-6036-818.0000	CONTRACTUAL SERVICES	206,000.00	125,291.67	19,652.93	80,708.33	60.82
6036-6036-818.6036	INFORMATION TECHNOLOGY LEASE	76,700.00	46,773.39	4,036.66	29,926.61	60.98
6036-6036-828.0000	MEMBERSHIP & DUES	300.00	0.00	0.00	300.00	0.00
6036-6036-864.0000	TRAINING	3,000.00	0.00	0.00	3,000.00	0.00
6036-6036-910.0000	INSURANCE	1,000.00	663.33	0.00	336.67	66.33
6036-6036-934.0000	EQUIPMENT REPAIRS	2,000.00	1,678.80	0.00	321.20	83.94
6036-6036-956.0000	MISCELLANEOUS	100.00	10.96	0.00	89.04	10.96
6036-6036-984.0000	OFFICE EQUIPMENT	2,500.00	281.94	0.00	2,218.06	11.28
Total Dept 6036 - INFO TECH EXPENSES		460,500.00	275,663.58	34,507.40	184,836.42	59.86
TOTAL EXPENDITURES		460,500.00	275,663.58	34,507.40	184,836.42	59.86
Fund 6036 - INFORMATION TECHNOLOGY FUND:						
TOTAL REVENUES		461,500.00	460,601.17	0.00	898.83	99.81
TOTAL EXPENDITURES		460,500.00	275,663.58	34,507.40	184,836.42	59.86
NET OF REVENUES & EXPENDITURES		1,000.00	184,937.59	(34,507.40)	(183,937.59)	18,493.76
BEG. FUND BALANCE		155,799.09	155,799.09			
END FUND BALANCE		156,799.09	340,736.68			

PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6061 - MOTOR POOL						
Revenues						
Dept 0000						
6061-0000-650.0606	MATERIAL SALES - CULVERTS	5,000.00	3,582.60	0.00	1,417.40	71.65
6061-0000-650.0607	MATERIAL SALES - TRAFFIC SIGNS	15,000.00	7,380.16	0.00	7,619.84	49.20
6061-0000-650.0608	MATERIAL SALES - SALT	200,000.00	97,002.50	36,355.95	102,997.50	48.50
6061-0000-650.0609	MATERIAL SALES - GRAVEL	50,000.00	15,266.17	0.00	34,733.83	30.53
6061-0000-650.0610	SALE OF GAS	20,000.00	10,828.83	1,068.99	9,171.17	54.14
6061-0000-650.0670	SALE OF SCRAP	1,000.00	15.00	15.00	985.00	1.50
6061-0000-666.0000	INTEREST INCOME	3,000.00	0.00	0.00	3,000.00	0.00
6061-0000-669.0680	LOCAL ST EQUIPMENT RENTAL	200,000.00	119,705.81	26,081.72	80,294.19	59.85
6061-0000-669.0681	MAJOR ST EQUIPMENT RENTAL	300,000.00	206,691.78	45,304.69	93,308.22	68.90
6061-0000-669.0682	SEWER EQUIPMENT RENTAL	80,000.00	43,249.86	3,865.93	36,750.14	54.06
6061-0000-669.0683	WATER EQUIPMENT RENTAL	120,000.00	47,146.73	5,063.83	72,853.27	39.29
6061-0000-669.0684	GEN FUND EQUIPMENT RENTAL	35,000.00	28,875.51	1,259.13	6,124.49	82.50
6061-0000-669.0685	VEHICLE MAINT/REPAIR REVENUE	30,000.00	17,388.29	2,867.35	12,611.71	57.96
6061-0000-669.0686	POLICE EQUIPMENT RENTAL	6,000.00	8,728.02	601.69	(2,728.02)	145.47
6061-0000-669.0689	BUILDING EQUIPMENT RENTAL	18,000.00	9,700.01	1,113.76	8,299.99	53.89
6061-0000-669.0690	SENIOR CITIZEN EQUIPMENT RENTAL	19,000.00	10,848.88	1,300.38	8,151.12	57.10
6061-0000-669.0691	FIRE EQUIPMENT RENTAL	6,000.00	8,555.37	1,127.31	(2,555.37)	142.59
6061-0000-669.0693	DDA EQUIPMENT RENTAL	3,000.00	53.68	0.00	2,946.32	1.79
6061-0000-673.0000	SALE OF ASSETS	10,000.00	0.00	0.00	10,000.00	0.00
6061-0000-675.0000	REFUNDS & REBATES	5,000.00	5,249.39	0.00	(249.39)	104.99
6061-0000-678.0000	REIMBURSEMENT INCOME	10,000.00	0.95	0.00	9,999.05	0.01
Total Dept 0000		1,136,000.00	640,269.54	126,025.73	495,730.46	56.36
TOTAL REVENUES		1,136,000.00	640,269.54	126,025.73	495,730.46	56.36
Expenditures						
Dept 6061 - MOTOR POOL EXPENSES						
6061-6061-703.0000	ADMINISTRATION SALARIES	8,200.00	6,664.93	500.89	1,535.07	81.28
6061-6061-705.0000	SUPERVISION SALARIES	7,700.00	975.27	143.07	6,724.73	12.67
6061-6061-706.0000	SALARIES PERMANENT	90,900.00	60,303.86	8,742.54	30,596.14	66.34
6061-6061-706.7007	EQUIPMENT MAINTENANCE	6,000.00	812.28	0.00	5,187.72	13.54
6061-6061-708.0000	SHARED SALARIES	16,300.00	9,319.16	1,105.51	6,980.84	57.17
6061-6061-709.0000	OVERTIME	6,400.00	1,591.83	120.79	4,808.17	24.87
6061-6061-717.0000	RETIREMENT - MERS ACTIVE	2,400.00	208.62	44.09	2,191.38	8.69
6061-6061-718.0000	RETIREMENT - MERS RETIREES	20,100.00	7,818.20	832.32	12,281.80	38.90
6061-6061-719.0000	FRINGE BENEFITS	84,300.00	43,584.03	3,234.48	40,715.97	51.70
6061-6061-728.0000	INFORMATION TECH ALLOCATION	3,800.00	3,800.00	0.00	0.00	100.00
6061-6061-746.7006	CULVERTS	5,000.00	3,582.60	0.00	1,417.40	71.65
6061-6061-747.7009	GRAVEL	50,000.00	15,266.17	0.00	34,733.83	30.53
6061-6061-748.7008	SALT	200,000.00	97,002.50	36,355.95	102,997.50	48.50
6061-6061-749.7007	TRAFFIC SIGNS	15,000.00	7,380.16	0.00	7,619.84	49.20
6061-6061-757.0000	OPERATING EXPENDITURES	50,000.00	20,982.10	2,262.84	29,017.90	41.96
6061-6061-776.0000	BLDG MAINT/SUPPL/JANITORIAL	20,000.00	6,465.63	546.51	13,534.37	32.33
6061-6061-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	5,000.00	3,768.83	0.00	1,231.17	75.38
6061-6061-818.0000	CONTRACTUAL SERVICE	1,000.00	136.40	0.00	863.60	13.64
6061-6061-864.0000	TRAINING	3,000.00	125.87	0.00	2,874.13	4.20
6061-6061-867.0000	GAS & OIL	100,000.00	45,494.95	0.00	54,505.05	45.49
6061-6061-910.0000	VEHICLE INSURANCE	50,800.00	29,338.01	0.00	21,461.99	57.75
6061-6061-910.7020	BUILDING INSURANCE	6,900.00	8,978.92	0.00	(2,078.92)	130.13
6061-6061-920.0000	UTILITIES	13,000.00	7,825.83	0.00	5,174.17	60.20
6061-6061-920.1000	ERC LED PROGRAM	1,400.00	1,006.03	108.84	393.97	71.86
6061-6061-934.0000	EQUIPMENT REPAIRS	172,000.00	32,007.99	1,443.12	139,992.01	18.61
6061-6061-968.0000	DEPRECIATION EXPENSE	371,000.00	0.00	0.00	371,000.00	0.00

Attachment: Revenue and Expenditure Report 2-29-20 (4762 : Revenue and Expenditure Report as of

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 02/29/2020
% Fiscal Year Completed: 66.67
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 6061 - MOTOR POOL						
Expenditures						
6061-6061-978.0000	TOOLS & EQUIPMENT	8,800.00	2,664.48	817.72	6,135.52	30.28
6061-6061-979.0000	SMALL PARTS & TOOLS	0.00	0.00	(381.36)	0.00	0.00
6061-6061-983.0000	LEASE EXPENSE-BUILDING	16,700.00	344.85	0.00	16,355.15	2.06
6061-6061-983.1000	LEASE EXPENSE-EQUIPMENT	17,000.00	12,819.62	0.00	4,180.38	75.41
Total Dept 6061 - MOTOR POOL EXPENSES		1,352,700.00	430,269.12	55,877.31	922,430.88	31.81
TOTAL EXPENDITURES		1,352,700.00	430,269.12	55,877.31	922,430.88	31.81
Fund 6061 - MOTOR POOL:						
TOTAL REVENUES		1,136,000.00	640,269.54	126,025.73	495,730.46	56.36
TOTAL EXPENDITURES		1,352,700.00	430,269.12	55,877.31	922,430.88	31.81
NET OF REVENUES & EXPENDITURES		(216,700.00)	210,000.42	70,148.42	(426,700.42)	96.91
BEG. FUND BALANCE		1,637,580.83	1,637,580.83			
END FUND BALANCE		1,420,880.83	1,847,581.25			
TOTAL REVENUES - ALL FUNDS		37,440,800.00	28,519,947.39	1,906,673.44	8,920,852.61	76.17
TOTAL EXPENDITURES - ALL FUNDS		40,671,950.00	24,821,279.42	2,016,855.08	15,850,670.58	61.03
NET OF REVENUES & EXPENDITURES		(3,231,150.00)	3,698,667.97	(110,181.64)	(6,929,817.97)	114.47
BEG. FUND BALANCE - ALL FUNDS		69,176,176.88	69,176,176.88			
END FUND BALANCE - ALL FUNDS		65,945,026.88	72,874,844.85			

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

AGENDA ITEM (ID # 4764)

DOC ID: 4764

Approve and authorize the Attorney Billing (Doyle) 2/26/2020 to 3/10/2020 in the amount $3,980.25.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

AGENDA ITEM (ID # 4770)

DOC ID: 4770

Approve and authorize the Attorney Billing (Doyle) 3/11//2020 to 3/23/2020 in the amount $4,248.50.

COMMENTS - Current Meeting:

Mr. O'keefe asked the attorney about the impact the court offices being closed will have on public safety.

Attorney Doyle stated people are still being arrested and charged so there should be no impact on safety. They are waiting for arraignments. We will work through it.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

AGENDA ITEM (ID # 4769)

DOC ID: 4769

Approve and authorize the payment of Attorney Billing (Masud) 1/30/2020 to 2/26/2020 in the amount of $9,950.91.

COMMENTS - Current Meeting:

Mr. Martinbianco stated he could only come up with $8,800 owed and he is unsure where the other amount comes in.

Mr. Smith provided an explanation of the attorney bill.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

AGENDA ITEM (ID # 4760)

DOC ID: 4760

Extension of Professional Services Agreement Presentation by Plante Moran.

ATTACHMENTS:

- Plante Moran Extension (2020-2024) 3-16-2020 (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

Plante & Moran, PLLC
Suite 360
4444 W. Bristol Road
Flint, MI 48507
Tel: 810.767.5350
Fax: 810.767.8150
plantemoran.com

February 5, 2020

Mayor Duane Haskins and Members of City Council
City of Burton
4303 S. Center Road
Burton, MI 48519

Dear Mayor Haskins and Members of City Council:

It has been our professional pleasure to serve as the City's auditors over the past 3 years. Over that time, we have developed a valuable professional advisor relationship with the City of Burton and truly value the community as a client.

We have assisted in a consulting capacity on many projects for the City, including attending council meetings to conduct trainings for council members, reviewing and discussing GAAP and compliance related to the budget, consulting regarding the minimum fund balance policy and internal service fund activity, a deep dive into the internal controls of various departments and functions of the City, and consulting regarding the City's pension system with MERS, to name a few. We have also assisted the City with the implementation of new accounting pronouncements, including GASB 74/75.

Also, over the years, we provide training opportunities, both in person training and via webinars, along with toolkits and checklists for your staff to ensure that we can help the City be ready for any new changes coming down the pipeline. These free trainings save the City money in that they will not have to spend as much on outside trainings for the Controller's office as it is provided free by Plante Moran. We truly value the City as a client and therefore, are always striving to ensure you are set up properly for these new standards so that the audit will be seamless and the City will benefit by not having any related findings for incorrect implementation of new standards.

We are sending this letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, to confirm our understanding of the nature, limitations, and terms of the services we will provide to City of Burton.

Scope of Services

We will audit City of Burton's basic financial statements and federal awards as of and for the years ended June 30, 2020 through 2024.

In addition, the supplemental information accompanying the financial statements, consisting of the combining statements of the nonmajor governmental funds, Internal Service Funds and Agency Funds, will be subjected to the auditing procedures applied in our audit of the financial statements.

This contract is for professional services for the audit of the basic financial statements and federal awards as described in the attached Professional Services Agreement – Audit Services. The initial audit engagement under this contract is for the fiscal year ended June 30, 2020. Upon completion of the audit and delivery of the audit report for that fiscal year, the contract will automatically renew for one year to cover the following fiscal year unless terminated by either party. The automatic renewals apply for the audits for the years ending June 30, 2021, 2022, 2023, and 2024. Notice of termination shall be in accordance with section 23 of the Professional Services Agreement.

In connection with our audit engagement, we will assist you in drafting your financial statements, supplementary information, related notes and Data Collection Form (DCF). This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services.

If you determine that you need additional services, including accounting, consulting, or tax assistance, PM can be available to provide such additional services if and to the extent provided for in a separate, signed engagement agreement.

Timing of Services

We expect to begin fieldwork for this engagement at your offices in late September of each year. We anticipate that our on-site audit work will end in early October and that our report will be issued shortly thereafter.

Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expends at our current hourly rates.

Our proposed fee for the engagement will be as follows:

Year Ending	Basic Financial Statements	Single Audit *	GASB 84 **	Total
June 30, 2020	$45,900	$4,325	$3,000	$53,225
June 30, 2021	$46,800	$4,410	$3,000	$54,210
June 30, 2022	$47,750	$4,500	$3,000	$55,250
June 30, 2023	$48,700	$4,590	$3,000	$56,290
June 30, 2024	$49,650	$4,680	$3,000	$57,330

Quarterly Meetings – Cost per meeting (1 hour per quarter) is complimentary.

* This fee quote is for one major program.

** This fee represents additional time required to audit the requirements under GASB 84 that will be implemented by the City in fiscal year 2020 and the City will need to follow every year going forward. We will work closely with the City throughout the current year related to the standard and will not bill extra for the additional time that will be incurred with this process in the year of implementation (FY 2020).

Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice.

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

Plante & Moran, PLLC

Pamela L. Hill

Pamela L. Hill, CPA
Partner

Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement, which set forth the entire agreement between City of Burton and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.

City of Burton

______________________________ ______________________________
Duane Haskins Date

____
Title

Professional Services Agreement – Audit Services
Addendum to Plante & Moran, PLLC Engagement Letter

This Professional Services Agreement is part of the engagement letter for audit services dated February 5, 2020 between Plante & Moran, PLLC (referred to herein as "PM") and City of Burton (referred to herein as "City of Burton").

1. **Financial Statements** – The financial statements of City of Burton being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).

2. **Management Responsibilities** – City of Burton management is responsible for the preparation and fair presentation of these financial statements, the schedule of federal awards, and the data collection form in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America when required and the completeness and accuracy of the information presented and disclosed therein. Management is also responsible for the capability and integrity of City of Burton personnel responsible for City of Burton's underlying accounting and financial records.

   City of Burton personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, the schedule of federal awards, and the data collection form, such as records, documentation, and other matters and additional information that the auditor may request from management for the purpose of the audit.

   This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, City of Burton will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. City of Burton will allow PM unrestricted access to personnel within City of Burton from whom PM determines it necessary to obtain audit evidence.

   City of Burton represents and warrants that any and all information that it transmits to PM will be done so in full compliance with all applicable federal, state, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). City of Burton shall not disclose personal data of data subjects who are entitled to certain rights and protections afforded by applicable federal, state, and foreign privacy and data protection laws ("Personal Data") to PM without prior notification to PM. City of Burton shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

   Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, related notes, schedule of federal awards, and the data collection form. Management accepts full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, related notes, schedule of federal awards, or data collection form. Management is also ultimately responsible for the submission of the data collection form to the Federal Audit Clearinghouse. City of Burton has designated Karen Moffitt to oversee financial statement and federal awards reporting related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for the adequacy of the financial statements.

   Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting the City of Burton involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting the City of Burton received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

3. **Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the City of Burton financial statements specified in the accompanying engagement letter. PM offers no guarantee, express or implied, that its opinion will be unmodified or that it will be able to form an opinion about these financial statements in the event that City of Burton's internal controls or accounting and financial records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with City of Burton management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements, PM may terminate the engagement and decline to issue a report.

4. **Supplementary Information** – In any document that contains supplementary information to the basic financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by City of Burton of the supplementary information and the auditor's report thereon.

5. **Internal Controls** – City of Burton is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations, including those applicable to federal awards, and with the provisions of contracts and grant agreements. PM, in making its risk assessments, will consider internal control relevant to City of Burton's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. PM's audit will not be designed to provide assurance on the design or operating effectiveness of City of Burton's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention.

6. **Audit Procedures and Limitations** – PM's audit of the financial statements will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards,* issued by the Comptroller General of the United States, and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the City of Burton financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement. In addition, an audit in accordance with GAAS is not designed to detect errors or fraud that are immaterial to the financial statements. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, City of Burton acknowledges that PM's audit cannot guarantee that all instances of error or fraud will be identified.

7. **Government Auditing Standards** – Under *Government Auditing Standards*, PM will make some assessments of City of Burton's compliance with laws, regulations, and contract provisions. While those assessments will not be sufficient to identify all noncompliance with applicable laws, regulations, and contract provisions, PM will communicate all noncompliance conditions that come to PM's attention.

   PM's audit of City of Burton's federal awards will be made in accordance with auditing standards generally accepted in the United States of America; the standards applicable for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

   Management is responsible for corrective action on all audit findings, including preparation of a schedule of prior audit findings and corrective action plans, if necessary.

   In accordance with *Government Auditing Standards*, a copy of PM's most recent peer review report is included as an attachment to this agreement.

8. **Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of City of Burton, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of City of Burton's governing board, and City of Burton acknowledges and agrees that communication in this manner is sufficient for City of Burton's purposes.

   Communication to Group Auditor – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. City of Burton permits such communication. PM will discuss matters being communicated with those responsible for governance of City of Burton.

   Under *Government Auditing Standards* PM is obligated to communicate instances of fraud, noncompliance or abuse that is material to the financial statements to those responsible for governance of City of Burton. In certain situations, *Government Auditing Standards* require disclosure of instances of known or likely fraud, noncompliance, or abuse directly to applicable governmental agencies. If such acts are detected during PM's audit, PM will make required disclosures regarding these acts to applicable government agencies.

9. **Accounting and Financial Records** – City of Burton agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all City of Burton financial records and related information available to PM for purposes of PM's audit. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on City of Burton providing PM with all such accounting and financial records, schedules, and analyses on the date PM's work commences. PM will assess the condition of City of Burton's accounting and financial records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

   In any circumstance where PM's work is rescheduled due to City of Burton's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

10. **Audit Adjustments** – PM will recommend adjustments to City of Burton's accounting records that PM believes are appropriate. City of Burton management is responsible for adjusting City of Burton accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments identified during PM's audit are immaterial, both individually and in the aggregate, to the City of Burton financial statements specified in this agreement.

11. **Management Representations** – City of Burton is responsible for the financial statements and federal awards being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. During the course of the audit, PM will request information and explanations from City of Burton officers, management, and other personnel regarding accounting and financial matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

    PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error or fraud to go undetected by PM's procedures. Accordingly, City of Burton acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit of the financial statements will be considered a material breach of this agreement. In addition, as a condition of its audit engagement, City of Burton agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in City of Burton financial statements resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

12. **Use of Report** – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. City of Burton may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplemental information, as appropriate) are reproduced and distributed with that report. City of Burton agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

    If PM's report on the financial statements being audited is to be published in any manner or if City of Burton intends to make reference to PM in a publication of any type, City of Burton agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. City of Burton acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on City of Burton's Internet website, City of Burton understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

13. **Securities Offerings** – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event City of Burton elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, City of Burton understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.

    If City of Burton incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, City of Burton agrees to include the following provision in the offering document:

    > Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of City of Burton since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

14. **Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If City of Burton requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.

15. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to proprietary information of City of Burton, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to City of Burton. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of City of Burton.

    In the interest of facilitating PM's services to City of Burton, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic method. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, City of Burton recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

    Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

    Both City of Burton and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Further, in compliance with Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, PM's working papers will be made available to federal award program representatives at PM offices during normal business hours during the audit and for a period of three years after the issuance of the report. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this agreement. In the event that a request for any confidential information or workpapers covered by this agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform City of Burton in a timely manner of such request and to cooperate with City of Burton should it attempt, at City of Burton's cost, to limit such access. This provision will survive the termination of this agreement. PM's efforts in complying with such requests will be deemed billable to City of Burton as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

    Both City of Burton and PM acknowledge that upon completion of the audit PM is required to send an electronic copy of City of Burton's financial report, PM's official letter of comments and recommendations, and auditing procedures report directly to the State of Michigan pursuant to Michigan Department of Treasury Regulations. City of Burton authorizes and directs PM to provide such information and disclosure of such information shall not constitute a breach of the provisions of this agreement.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon City of Burton's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. City of Burton acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

16. Consent to Disclosures to Service Providers – In some circumstances, PM may use third-party service providers to assist with its services, including affiliates of PM within or outside the United States. In those circumstances, PM will be solely responsible for the provision of any services by any such third-party service providers and for the protection of any information provided to such third-party service providers. PM will require any such third-party service provider to: (i) maintain the confidentiality of any information furnished; and (ii) not use any information for any purpose unrelated to assisting with PM's services for City of Burton. In order to enable these third party service providers to assist PM in this capacity, City of Burton, by its duly authorized signature on the accompanying engagement letter, consents to PM's disclosure of all or any portion of City of Burton's information, including tax return information, to such third party service providers, including affiliates of PM outside of the United States, if and to the extent such information is relevant to the services such third party service providers may provide and agrees that PM's disclosure of such information for such purposes shall not constitute a breach of the provisions of this agreement. City of Burton's consent shall be continuing until the services provided for this engagement agreement are completed.

17. Fee Quotes – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by City of Burton regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. City of Burton acknowledges that the following circumstances may result in an increase in fees:

- Failure by City of Burton to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Failure by City of Burton to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by City of Burton causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will advise City of Burton in the event these circumstances occur, however it is acknowledged that the exact impact on the Fee Quote may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this agreement.

18. Payment Terms – PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's audit work or issuance of PM's audit report upon resumption of PM's work. City of Burton agrees that in the event PM stops work or terminates this Agreement as a result of City of Burton's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this Agreement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

19. Fee Adjustments – Any fee adjustments for reasons described elsewhere in this agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. City of Burton acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this agreement.

20. **Exclusion of Certain Damages** – In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM's services provided under this engagement.

21. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving City of Burton but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, City of Burton agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.

22. **Subsequent Discovery of Facts** – After the date of PM's report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements covered by PM's report, unless new information that may affect the report comes to PM's attention. If PM becomes aware of information that relates to these financial statements but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM's attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM's report. In this connection, PM will discuss the matter with City of Burton and request cooperation in whatever investigation and modification of the financial statements that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and City of Burton acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this agreement.

23. **Termination of Engagement** – This agreement may be terminated by either party upon written notice. Upon notification of termination, PM's services will cease and PM's engagement will be deemed to have been completed. City of Burton will be obligated to compensate PM for all time expended and to reimburse PM for all out-of-pocket expenditures through the date of termination of this engagement.

24. **Entire Agreement** – This engagement agreement is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this agreement, signed by all of the parties.

25. **Severability** – If any provision of this engagement agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.

26. **Force Majeure** – Neither party shall be deemed to be in breach of this engagement agreement as a result of any delays or non-performance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war or other violence, or epidemic (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.

27. **Signatures** – Any electronic signature transmitted through DocuSign or manual signature on this engagement letter transmitted by facsimile or by electronic mail in portable document format may be considered an original signature.

28. **Governing Law** – This agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this agreement, or any dispute arising from or relating to this agreement shall reside exclusively within the State of Michigan.

End of Professional Services Agreement – Audit Services

Postlethwaite & Netterville
A Professional Accounting Corporation
Associated Offices in Principal Cities of the United States
www.pncpa.com

System Review Report

To the Partners of
Plante & Moran, PLLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC. (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*; audits of employee benefit plans, audits performed under FDICIA, and examinations of service organizations [Service Organizations Control (SOC) 1 and SOC 2 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC in effect for the year ended June 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies) or fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

Postlethwaite & Netterville

Baton Rouge, Louisiana
November 18, 2016

8550 United Plaza Blvd., Suite 1001 • Baton Rouge, LA 70809 • Tel: 225.922.4600 • Fax: 225.922.4611

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

Meeting: 03/24/20 05:00 PM
Department: Purchasing Department
Category: Resolution
Prepared By: Brenda Moulton
Department Head: Brenda Moulton

I.5

ADOPTED

AGENDA ITEM (ID # 4756)

DOC ID: 4756

Approve and authorize the sale of Vacant Lot - McKeighan, Parcel No. 59-28-528-192, tax reverted to the City of Burton in 2012, to give first and final approval for the sale of this improved parcel to Rebound Funding, LLC, 3079 S. Baldwin Rd., #121, Lake Orion, MI 48359 for the sum of $100 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

ATTACHMENTS:

- Rebound Funding, LLC PA (192) (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

CONDITIONAL PURCHASE AGREEMENT

Conditioned upon City Council Approvals with possible Combination with Adjacent Parcel

Section 11.3 of the Burton City Charter requires the Burton City Council to approve all land sales by an affirmative vote of five of the seven council members. No sale can be finalized without these approvals.

For valuable consideration **THE CITY OF BURTON**, a municipal corporation, of 4303 S. Center Road, Burton, Michigan 48519, as Seller and Rebound FundiNG, LLC ~~, husband and wife/a single man/woman~~, of 3079 S. Baldwin Rd., # 121, Lake Orion Michigan 48359, as Purchaser(s), agree to purchase, the following described real property located in the City of Burton, Genesee County, Michigan being legally described as:

Legal Description(s) LOT 18 BLK P & ALL THAT PART OF N 1/2 OF VACATED BUCKINGHAM AVE ADJOINING SAID LOT 18 ON THE SOUTH SOUTH GATE (89)

More commonly known as: Vacant lot on Mckeighan

Permanent Parcel #: 59-28-528-192

together with all improvements, appurtenances, hereditament now on the premises.

1. **PURCHASE PRICE:**
   The Purchase Price for the above described property shall be $ 100.00 payable in cash or certified funds at closing.

2. **DEPOSIT:**
   In the event that the Purchaser is submitting this Purchase Agreement for City Council consideration, an earnest money deposit in the amount of Ten (10%) percent of the price being offered is hereby submitted with this Purchase Agreement.

3. **CLOSING**:
   a. Purchaser acknowledges that all sales of City owned property must be approved by the Burton City Council. If the Council fails to approve this sale, then and in that event this Agreement will be deemed null and void and Seller shall forthwith return Purchaser's earnest money deposit.

   b. Closing shall take place within fifteen (15) business days of the City Council approval of this sale. At which time Purchaser will pay to Seller the balance of the purchase price in cash or certified funds and Seller shall convey a Quit Claim Deed to purchaser in a form suitable for recording. **Purchaser will be responsible for recording the Quit Claim Deed.**

4. **Supplemental Conditions**:
   a. Purchaser acknowledges and stipulates that Purchaser shall be solely responsible for the maintenance of the property from the date of closing forward, this shall include lawn mowing, tree upkeep, junk removal, brush, and any other violations of the City of Burton Ordinances.
   b. Purchaser further acknowledges and stipulates that said maintenance shall be at the sole expense of the Purchaser and Seller shall not bear any liability therefrom.
   c. Purchaser further acknowledges that if they are the adjacent property owner, they must combine the purchased parcel with their principle parcel within 30 days of the date of closing. (as set forth in section 5 of the agreement)

5. **COMBINATION OF PARCELS/ Reversionary Clause/ Election of Remedies**:
    a. Purchaser acknowledges and stipulates that Purchaser shall cause to be combined the purchased parcel that is the subject of the Agreement and the adjacent principle parcel within 30 days of compliance with paragraph 4, above.
    b. Purchaser further acknowledges and stipulates that said parcel combination shall be the sole responsibility and at the sole expense of the Purchaser and Seller shall not bear any liability therefrom.
    c. Purchaser further acknowledges and stipulates that in the event that the subject parcels have not been combined as set forth in subparagraph 5(a), irrespective of compliance with paragraph 4, above, the property shall either revert back to the Seller and any and all money deposited by Purchaser shall be retained by the Seller or the City may institute legal action to compel combination of the parcels, at the City's sole election. ***Purchaser shall be responsible for all fees**, legal and otherwise, associated with the reversion of the property to the Seller in the event Purchaser does not voluntarily transfer title back to the Seller and legal proceedings are necessary to obtain title or in the event legal proceedings are necessary to compel specific performance of the combining of the parcels.

6. **TITLE**:
    a. Seller does not warrant title. Purchaser is responsible to obtain evidence of satisfactory title. Seller will not provide title insurance.
    b. In the event that Purchaser's title search discloses title defects, Purchaser shall have twenty (20) days from the date of the execution of this Agreement to rescind this transaction by written notification to the City Clerk. Upon termination within the twenty (20) day period, Seller shall return the earnest money deposit to Purchaser and this Agreement shall be null and void.

7. **CONDITION OF PREMISES:**
Purchaser acknowledges, notwithstanding paragraph 4, above, that the premises is being sold "AS IS" and that Seller has made absolutely no representations to Purchaser regarding the condition of the premises or any personal property which may be located within or upon the premises. There are no warranties of any type, expressed or implied being given by Seller to Purchaser.

8. **TAXES:**
Seller makes no representations regarding the status of either real or personal property taxes pertaining to the property above described. There shall be no proration of taxes as Purchaser shall be solely responsible for all unpaid taxes, assessments, and fees which may or may not be a lien against the premises at the time of closing. In addition to being solely responsible for all taxes, both past due and current, Purchaser is also responsible to pay any tax certification, revenue stamp and recording fees which may be associated with the recording of the deed.

9. **ENTIRE CONTRACT**:
Seller and Purchaser agree that they have read this document, that they understand its terms and agree to be bound thereby, and that there are no other agreements in writing or otherwise between them concerning the subject of this contract, and that this contract embodies the complete and entire agreement between them. concerning the subject of this contract.

10. **BINDING EFFECT**:
Seller and Purchaser agree that the covenants and undertakings of this contract shall also bind their heirs, personal representatives, administrators, executors, assigns and successors; and that said covenants and undertakings as expressed herein shall continue to bind the parties subsequent to the final closing.

11. **MISCELLANEOUS PROVISIONS:**

a. Each party shall be responsible to pay their respective attorney fees.
b. All parties acknowledge receipt of a signed copy of this Purchase Agreement.

SIGNED IN THE PRESENCE OF:

SELLER:
THE CITY OF BURTON

____
BRENDA S. MOULTON

____
BY: DUANE HASKINS, MAYOR ______________ **DATE**

____
BY: RACHEAL BOGGS, CLERK ______________ **DATE**

Purchaser:

Print Name: ReBound Funding, LLC
BY: DOUG CICCHINI

Signature: ______________________ **Date:** 3/4/2020

Address: 3079 S. Baldwin Rd., #121
Lake Orion, MI 48359

Phone: (248) 892-9902

Is your spouse also going to be on the title? **No** **Yes - if yes, spouse must sign below**

Spouse:

Print Name: ______________________

Signature: ______________________ **Date:** ______________

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Department of Public Works
Category: Contract
Prepared By: Amber Abbey
Department Head: Charles Abbey

AGENDA ITEM (ID # 4757)

DOC ID: 4757

Approve and Authorize the Mayor and City Clerk to execute a contract with Wade Trim, Inc. 555 S. Saginaw Street, Suite 201 Flint, MI 48502, for Preliminary Engineering of South Bound Grand Traverse, from Hemphill Road to Bristol Road (DPW Project No. 20-003-P), at an estimated cost of $52,700.00, contingent upon approval of the City Attorney.

COMMENTS - Current Meeting:

Mr. Martinbianco asked if sidewalks will be included in this project.

Mr. Abbey stated if you want sidewalks, we can do that.

Mr. Martinbianco stated there are a number of intersections that will need to be handicap-compliant.

ATTACHMENTS:

- SB GT PE PROPOSAL (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

WADE TRIM

Wade Trim, Inc.
555 S. Saginaw Street, Suite 201 • Flint, MI 48502
810.235.2555 • www.wadetrim.com

March 4, 2020

City of Burton
Department of Public Works
4303 South Center Road
Burton, MI 48519

Attention: Mr. Peter Wingblad
Superintendent of Engineering and Inspection

Re: Southbound Grand Traverse Street Reconstruction
City of Burton, Genesee County, Michigan

Dear Mr. Wingblad:

In accordance with our recent prequalification for Professional Engineering Services, Wade Trim is pleased to submit the following proposal to provide Preliminary Engineering (PE) services for the reconstruction of southbound Grand Traverse Street through the Michigan Department of Transportation (MDOT) Local Agency Program (LAP).

Project Understanding

We understand that the intent of the project is to cold-mill and resurface approximately 0.52 miles of southbound Grand Traverse Street from Hemphill Road to Bristol Road in accordance with the roadway preservation funding allocated by the Genesee County Metropolitan Planning Commission Transportation Improvement Program (TIP). Based upon review of record information and our recent site visit, the roadway section consists of three, 12-foot wide, hot mix asphalt (HMA) lanes with concrete base, curb and gutter. A fourth lane was noted on the east side of Grand Traverse from Hemphill Road south (approximately 400 feet) that transitions to a "Michigan Left" onto northbound Grand Traverse. A fourth lane was also noted on the west side of Grand Traverse from the Holy Redeemer Church entrance south (approximately 350 feet) to Bristol Road that serves as a right turn lane. Roadway reconstruction will include asphalt and concrete pavement milling, concrete base joint repair, HMA resurfacing, sidewalk and ramp reconstruction, pavement markings, and final restoration.

No roadway improvements are anticipated within the intersections of Bristol Road or Hemphill Road; construction activities will terminate at each respective intersection "spring point". Construction activities will be limited to the mainline roadway of southbound Grand Traverse Street; no side street intersection improvements are anticipated.

Scope of Services

1. Pre-Design Scope Verification

   Wade Trim will coordinate a project kickoff meeting to review scope items, discuss potential design concerns, and evaluate cost saving alternatives to ensure that the project is within the programmed budget. City staff from all interested departments will be encouraged to participate in the scope verification to ensure that the design objectives are clearly defined from the project onset in order to streamline the approval process.

2. Topographic Survey

   Wade Trim will perform a detailed field survey of the project site using electronic data collectors for CADD input, in conjunction with traditional survey work to obtain information on the existing roadway within the project limits, center of the Hemphill Road intersection to the center of the Bristol Road intersection. Survey information will include, but not be limited to the following:

   - Establish horizontal and vertical control, for design and construction purposes, of all topographic features such as centerline, edge of road, gutter, back of curb, sidewalks, power poles, telephone pedestals, fences, driveways, storm structures, water and sanitary structures, trees and other features encountered during survey.
   - Existing information for any utilities (i.e., gas, electric, telephone, cable, water, sanitary sewer, storm sewer, etc.) that may be affected by the proposed resurfacing project.
   - Limits of the road rights-of-way and approximate location of property lines for design purposes.

3. Geotechnical

   It is our understanding that the proposed project scope is limited to pavement milling, concrete sub-base and joint repair, and resurfacing as a pavement preservation initiative, and full depth pavement and subgrade removal and replacement is not anticipated. A total of four pavement cores will be conducted at select locations to confirm sufficient pavement exists for the proposed milling.

4. Right-of-Way

   It is anticipated that the roadway improvements will be conducted within the existing right of way, however, the construction of the ADA-compliant ramps may warrant temporary grading permits. Wade Trim will identify these areas during the Preliminary Engineering phase and will provide a list of locations for the City's use in obtaining the permits.

5. Design Phase
   Following completion of the scope verification and topographic survey/data gathering, preliminary construction plans will be developed along with a construction cost estimate and special provisions meeting City of Burton standards and MDOT LAP guidelines. It is anticipated that the plan set will include the following sheets:

   - Title sheet including sheet index, utility contacts, and project location.
   - Legend sheet including line type and symbols key.
   - Alignment sheet including stationing, project control, benchmarks, and soil boring locations.
   - Maintenance of Traffic (MOT) Plan.
   - Typical Roadway Cross Sections.
   - Soil Boring Logs.
   - General Construction Details and Notes sheet(s) for applicable construction activities.
   - Roadway Removal (Cold Milling limits) sheet(s).

- Roadway Reconstruction Plan and Profile sheet(s) with existing and proposed pavement elevations.
- ADA ramp and intersection reconstruction details.
- Pavement Marking and Signage sheet.

6. Construction Review and Approval Phase

The Design Phase will include preparation and submittal of the LAP Project Programming Application to the City for review, approval and signature. Also, the Michigan State Historic Preservation Office (SHPO) Clearance Form, National Environmental Policy Act (NEPA) Local Agency Environmental Clearance Form, and MDOT Work Zone Safety and Mobility Form will be completed and submitted for approval.

Construction plans will be submitted to Consumers Energy, Comcast, AT&T, Flint Mass Transportation Authority (MTA), and any other applicable utility agencies determined from the MISSDIG request.

At each stage of the project design process (base plan, grade inspection, and final plan), our in-house construction staff will perform a constructability review to verify efficiency and cost-effectiveness measures are being met.

The preliminary design package (plans, construction estimate, and special provisions) will be submitted to the City for a Base Plan Review Meeting. Base Plan review comments and concerns from the meeting will be incorporated into Grade Inspection (GI) submittal package and forwarded to MDOT. Construction plans will also be submitted to applicable local agencies for permitting including, but not limited to, Soil Erosion and Sedimentation Control (SESC) permit.

A GI Meeting will be held with the City, MDOT, and utility representatives to review the construction documents. GI Meeting comments will be incorporated into the final construction plans, construction estimate, and special provisions and forwarded to MDOT for final approval and bid letting.

<u>Schedule</u>

Wade Trim acknowledges that this project is funded for fiscal year 2021 with an anticipated construction kickoff in mid-August 2021, and offers the following schedule for project activities in accordance with the MDOT LAP Project Planning Guide:

Notice to Proceed......................................April 6, 2020
Kick Off Meeting..April 13, 2020
Complete Topographic Survey ....May 15, 2020
Base Plan Submittal..................................June 12, 2020
Base Plan Review Meeting........................June 26, 2020
Grade Inspection Plan Submittal...............September 7, 2020
Grade Inspection Plan Review Meeting.....October 14, 2020
Final Plans to MDOT.................................November 27, 2020
MDOT Bid Letting......................................February 7, 2021

Fee

Wade Trim will provide the above-described Scope of Services for the southbound Grand Traverse Street reconstruction in accordance with the following fee schedule:

Task	Fee
Pre-Design Scope Verification	$ 2,600
Topographic Survey	$10,500
Geotechnical Investigation	$ 1,600
GI Design Phase	$32,700
Final Design Phase	$ 5,300
Total Base Fee	$52,700

Individual task fees may vary from proposed fees listed above; however, the total project cost will not exceed the Total Base Fee above. All labor and expenses will be invoiced monthly for effort expended to date, utilizing the basis of actual cost with fixed fee invoicing format with MDOT-approved overhead and profit. Wade Trim will prepare the MDOT Third Party Agreement and Derivation of Costs forms when authorized.

Services not specifically listed in the above-described Scope of Services are not included. Should the need arise for additional preliminary engineering services, Wade Trim will provide a detailed cost estimate and obtain approval from the City before proceeding.

We appreciate the opportunity to be of service to the City of Burton and look forward to partnering with your office on this project. If you have questions, please contact me or Jason at 810.235.2555.

Very truly yours,

Wade Trim, Inc.

Kevin E. Cook, PE
Project Manager

Jason R. Kenyon, PE
Vice President

KEC:JRK:efa
AAA 1000.20F
202003030_Wingblad-Ltr.docx

Approve and authorize the Mayor and Clerk to enter into an agreement with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108-2771 to complete the preparation of the State Revolving Fund project plan for improvements to the City of Burton's Sanitary Sewer System at a cost not to exceed $32,500.00

COMMENTS - Current Meeting:

Mr. Smith expressed concern about having the money to do this.

Mr. Martinbianco inquired about the cost of the project at Atherton Road and Connecticut Street.

Mr. Abbey stated we have to have our plan in place and we are well into this project. The preliminary studies are done. We have money in the sewer fund but, this does not bind us to this.

Mr. Smith asked if this is coming out of the general fund.

Mr. Abbey said, that is correct. This keeps us in the game and gives us options.

Mr. Heffner stated I am okay with it as long as there is no rate increase involved.

ATTACHMENTS:

- srf_project_plan_20200310 (PDF)

RESULT:	**CARRIED [4 TO 2]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Dennis O'Keefe, Steven Heffner, Vaughn Smith, Gregory Fenner
NAYS:	Tom Martinbianco, Christina Conley
EXCUSED:	Danny Wells

Stantec

Stantec Consulting Michigan Inc.
3754 Ranchero Drive, Ann Arbor MI 48108-2771

March 10, 2020
File: 207585004

Attention: Amber Abbey, DPW Deputy Director
Department of Public Works
4093 Manor Dr.
Burton, MI 48519

Dear Ms. Abbey,

Reference: Proposal for Professional Engineering Services Related to Preparation of a State Revolving Fund (SRF) Project Plan

Pursuant to the City's request, Stantec is pleased to present our proposal to provide engineering services related to the completion of a State Revolving Fund (SRF) Project Plan.

Background

Stantec understands that the City of Burton (City) has been actively pursuing funding opportunities to evaluate and improve the condition of its wastewater system since the early 2010s. This started with the S2 grant which included City-wide flow metering, Closed Circuit Television (CCTV) inspection in the areas with the most frequent need for repairs, and Inflow and Infiltration (I/I) evaluation. Those investigations identified significant I/I entering the system and resulted in a 2014 SRF project being initiated to upgrade five sanitary pump stations and rehabilitate or replace the sewers with critical observed defects.

This was simultaneously executed with a Stormwater Asset Management Wastewater (SAW) Grant that the City was awarded to assist in the development of their Asset Management Program (AMP), which was completed in 2017. Through the SAW program, the City was able to inspect approximately 70% of the sewer system (over 600,000 feet of pipe and 2,275 manholes) using CCTV inspection. In addition to the pipe and manhole inspections, the condition of the City's ten sanitary sewer pump stations was also assessed and follow up flow monitoring and hydraulic modeling was performed. The SAW resulted in the development of an AMP and Capital Improvement Plan (CIP) that confirmed a significant I/I impact on the system and areas with poor condition ratings.

The City is interested in seeking funding from the State of Michigan to address critical areas with poor condition ratings and continue wastewater collection system improvements. The City's goal is to fulfill project-planning requirements for funding through the SRF. SRF is a low interest loan that is administered by the Michigan Department of Environmental Great Lakes and Energy (EGLE).

Based on the AMP developed through the SAW Grant, the City has identified the needed system improvements as follows:

- Sewer and manhole replacement and/or rehabilitation for assets in critical condition
- Pump Station component upgrades

Reference: **Proposal for Professional Engineering Services Related to Preparation of a State Revolving Fund (SRF) Project Plan**

Project Approach

The City has been offered the opportunity with this SRF Project Plan to be one of the first communities to pilot the recently developed Project Alternate Narrative (PAN) as a streamlined effort method of presenting the required information to EGLE for review. The approach laid out here represents the effort required to prepare a standard project plan, however, much of the reporting in the actual document will likely be reduced by referencing previous study documents.

The following are key points that are integral to preparing a fundable project plan:

- Identification and evaluation of existing needs (primarily condition assessment and service life issues).
- Identification of future needs as directly related to the existing system needs. When replacing equipment, the project plan requires that the system's 20-year needs are taken into consideration.
- Justification that proposed improvements are not growth driven (considerations for reasonable growth are allowed).
- Improvements are selected and justified based on need, feasibility analysis, and evaluation of environment impacts.
- Meeting stringent deadlines (project plans will be accepted no later than August 1, 2020).
- Identification of cost impact to residential users.

Timing is critical in the project planning process. Fatal errors could result in rejecting the SRF application and postponing possible funding for over one year. Project planning efforts are typically started in the fall. Therefore, by March and/or April such efforts would be in their final stages. Since this effort is beginning in March, adhering to a strict schedule and milestones will be key to securing funding. Presented below is an overview of tasks that we will conduct during the preparation of the project plan:

- Contact EGLE and bring them on board, sharing with them the scope, seeking advice on eligibility (informal), and discussing project ranking. Note a preliminary meeting has already taken place with EGLE and the City on February 18, 2020, but continued correspondence will keep the process moving smoothly.
- Meet with the City to confirm proposal milestones, activities, and actions needed by Stantec, City Council, and City Staff.
- Apply for and obtain clearances from various regulatory entities.
- Collect data related to the existing system and documenting existing system's conditions.
- Develop and justify the project need for various components based on the AMP, CIP, or I/I to demonstrate to EGLE eligibility for SRF funding.

- Work with the City to identify and break the project into segments (up to five).
- Work with the City to include a loan component to justify and address continuing asset management needs such as CCTV, PACP, MACP, and flow metering.
- Develop, evaluate, and select alternatives where needed.
- Develop Engineer's opinion of various alternatives costs, developing present worth analysis (where needed), and cost impact on average users.
- Assist the City in preparing and meeting critical deadlines such as advertisements, Council Resolutions, and public hearings (time critical actions)

All of the above actions will be performed in a timely fashion to meet major milestones such as, but not limited to, availability of the project plan for 30 days at the City offices and/or on the City's website for public review, followed by a public hearing and the City Council's resolution to adopt the project plan. Once all activities are completed, the draft project plan is updated and submitted to EGLE as a final project plan before **August 1, 2020** for inclusion in the 2021 Project Priority List (PPL).

Detailed Work Plan

To expand on the general approach described above, please find below our detailed work plan to prepare a SRF project plan that addresses the City's needs.

Task 1: Background Data Collection and Review

Under this task, detailed background information on the wastewater collection system (pump stations, force mains and gravity sewer) will be compiled. Data collected will include, but will not be limited to:

- Previous studies, and design plans.
- System components and service areas.
- Existing and future (20-year) economic growth and flow projections.
- The condition of the existing systems including information on the location and physical condition.
- Documentation of experienced problems within the existing wastewater system (operation, maintenance, spare parts, reliability, etc.).
- Existing flows during dry and wet weather.
- Current sewer rate structure.

Task 2: Address Need for the Proposed Project

Under this task, Stantec will primarily use the information gathered during the SAW grant AMP development, supplemented with the latest City records, to justify the need for this project. The AMP brings together condition information from CCTV inspections and field assessments, as well as previous studies, such as the flow metering/hydraulic modeling study. This is a critical requirement of the SRF guidelines.

Task 3: Environmental Clearances

Under this task, Stantec will initiate contact with regulatory agencies to obtain necessary environment and historical clearances. Regulatory agencies to be contacted include but are not limited to EGLE, State Historic Preservation Office (SHPO), the appropriate planning agencies and tribal agencies. Also under this task, representative maps will be developed to characterize the project area environmental setting including wetlands, flood plains, soils, topography, and hydrology. While we do not anticipate SHPO, tribal or major environmental issues, it is still necessary to demonstrate to EGLE that these will not impact the project.

Task 4: Identify and Evaluate Potential Alternatives

Under this task, Stantec will identify and evaluate alternatives. Alternative evaluations will be based on feasibility and impact on the environment.

- Per SRF completion guidelines, the evaluated alternatives will include:
    - No action taken alternative (City does nothing).
    - Optimization of existing facilities alternative (upgrades to existing City facilities such as pump stations, forcemains, electrical equipment etc.).
    - Regional alternative (not applicable).
    - Principle alternatives (full replacement or new construction), if required.
- Engineer's opinion of probable construction cost will be developed.
- Impact assessment (such as environmental) and mitigation measures will be addressed, if necessary.
- A cost-effective analysis (present worth) will be performed to evaluate economic feasibility based on EGLE guidelines, where required.
- Identify actions to support continued asset management planning which may include:
        - Additional flow monitoring and/or hydraulic modeling.
        - Updates to condition assessments.

- Coordination with roadwork and other utility improvements for an integrated asset management approach.

Task 5: Select Alternatives

Under this task, and as required by the Project Plan, Stantec will:

- Develop a basis of design for the selected alternatives.
- Identify permit requirements necessary for construction, design, and operation of the selected alternatives.
- Address design and construction schedules.
- Develop an estimate of the user cost impact from implementation of this project using information obtained from the City related to the sewer system billing records.

Task 6: Evaluation of Environmental Impacts

While we do not see significant environmental impacts, under this task Stantec will address the following:

- Environmental impacts (short-term, long-term, and cumulative) associated with the selected alternative.
- Mitigation of environmental impacts resulting from construction and continued long-term operation (e.g. fuel containment for the generator).

Task 7: Finalize Project Plan and Public Participation

Under this task the following will be performed:

- Prepare and submit a draft project plan to the City for review.
- Incorporate the City's comments into the draft project plan.
- Submit the draft project plan to EGLE for review.
- Incorporate EGLE's comments into the report, if any.
- Submit revised report to the City for public input.
- Attend one public meeting to present the project.
- Incorporate public meeting information along with City Council Resolution, into the draft project plan and submit final project plan to EGLE.

Reference: **Proposal for Professional Engineering Services Related to Preparation of a State Revolving Fund (SRF) Project Plan**

Significant Assumptions

- Existing condition assessment information collected during the SAW Grant activities (CCTV data, pump station condition assessments, etc.) will be used primarily as the basis for planning upgrades.
- The City will provide input related to the following:
    - Current billing structure.
    - Number of residential and commercial accounts.
    - Average water usage by residential customers.
    - Monetary City contribution, if any.
- The City will be responsible for:
    - Posting the advertisement for the public hearing in a local paper.
    - Advertising for the 30-day SRF mandatory public notice period.
    - Arranging for a court recording of the public hearing.
    - The City will provide the transcript from the public hearing and Board resolution to adopt the project plan withing 72 hours of the public hearing.
- Stantec will attend and present the draft project plan to City Council at one meeting.
- Stantec will attend and present project plan findings to the City Council and the public during one meeting.
- Stantec's services under this contract conclude with the submittal of the SRF project plan on or before August 1, 2020. Any additional efforts after that date will be completed on time and material basis upon authorization from the City.

Project Schedule

We propose to follow the critical schedule below. Please note that there is no float to this schedule. Stantec is committed to providing the necessary resources to meet the schedule.

Reference: **Proposal for Professional Engineering Services Related to Preparation of a State Revolving Fund (SRF) Project Plan**

ACTIONS	NO LATER THAN
Receive Notice to Proceed (City Council Meeting)	March 16, 2020
Data furnished By City to Stantec	March 30, 2020
Submit Draft Project Plan to the City and EGLE	May 29, 2020
Present Draft project plan to City Council	June 1, 2020
Issue Public Notice	June 15, 2020
Address City and EGLE Comments	June 19, 2020
Hold Public Hearing and City Council Resolution	July 20, 2020
Submit Final Project Plan to EGLE	**August 1, 2020**

Deliverables

During the course of this project, the following deliverables will be provided:

- Copies of all correspondence with regulatory agencies.
- Periodic email progress reports to the City to share with its residents through City Council meetings and/or on the City web page.
- Two (2) copies of draft project plan for the City's review
- Two (2) copies of draft project plan for EGLE's review (Lansing and District).
- Ten (10) copies of the draft project plan (with City's and EGLE's comments incorporated) for public comments.
- Two (2) copies of the final project plan for the City's records (hard copy and electronic).
- Two (2) copies of the final project plan for EGLE's approval (Lansing and District).

Project Fee

Stantec proposes to complete the work outlined in this proposal on a time and material basis for a Not-to-Exceed fee of **$32,500**.

Please note that this work would be conducted under the General Engineering Services Agreement dated August 7, 2017.

If the above proposal meets your approval, please sign this letter, 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 Related to Preparation of a State Revolving Fund (SRF) Project Plan**

Regards,

Stantec Consulting Michigan Inc.

Dima El-Gamal
Principal
Phone: 734 214 2516
Fax: 734 761 1200
Dima.El-Gamal@stantec.com

Brian Simons
Senior Principal
Phone: 734 214 2518
Fax: 734 761 1200
brian.simons@stantec.com

By signing this proposal, the City of Burton authorizes Stantec to proceed with the services herein described.

This proposal is accepted and agreed on the _____ day of March, 2020.

Per: City of Burton ____________________

____

Print Name & Title

____

Signature

Attachment: Attachment

c. C.C.

cs v:\2075\promotion\2075800\85006 - city of burton\pro_abbey_srf_project_plan_20200310.docx

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 4766)

DOC ID: 4766

Approve and authorize the following 2019-2020 budget amendment in the K9 Fund: Increase 2067-0000-671.0000 Donations by $11,200; and Increase 2067-0000-757.0000 Operating Expenditures by $11,200.

ATTACHMENTS:

- BA 4766 (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

INTEROFFICE MEMORANDUM

To: Mayor Duane Haskins
From: Controller Karen Moffitt
Date: March 12, 2020

Re: Memo of Explanation for
City Council Meeting of 3/16/2020

Mayor Haskins:

I am requesting that Council approve a budget amendment within the K9 Fund Budget as follows: Increase 2067-0000-671.0000 Donations by $11,200; and Increase 2067-0000-757.0000 Operating Expenditures by $11,200.

This budget amendment adds $11,200 to the K9 revenue and expense accounts to reflect the donations received during the year.

03/12/2020 11:52 AM
User: moffittk
DB: Burton

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 03/31/2020
% Fiscal Year Completed: 75.14
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION		2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2067 - POLICE K9 FUND							
Revenues							
Dept 0000							
2067-0000-666.0000	INTEREST INCOME		0.00	61.79	0.00	(61.79)	100.0
2067-0000-671.0000	DONATIONS	+11,200	100.00	11,295.89	0.00	(11,195.89)	11,295
Total Dept 0000			100.00	11,357.68	0.00	(11,257.68)	11,357
TOTAL REVENUES			100.00	11,357.68	0.00	(11,257.68)	11,357
Expenditures							
Dept 0000							
2067-0000-757.0000	OPERATING EXPENDITURES	+11,200	1,300.00	596.87	0.00	703.13	45.9
Total Dept 0000			1,300.00	596.87	0.00	703.13	45.9
TOTAL EXPENDITURES			1,300.00	596.87	0.00	703.13	45.9
Fund 2067 - POLICE K9 FUND:							
TOTAL REVENUES			100.00	11,357.68	0.00	(11,257.68)	11,357
TOTAL EXPENDITURES			1,300.00	596.87	0.00	703.13	45.9
NET OF REVENUES & EXPENDITURES			(1,200.00)	10,760.81	0.00	(11,960.81)	896.7
BEG. FUND BALANCE			2,736.41	2,736.41			
END FUND BALANCE			1,536.41	13,497.22			

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 4767)

DOC ID: 4767

Approve and authorize the following 2019-2020 budget amendment in the General Fund: Increase 1001-0000-674.0001 Tree Lighting Donations by $1,600; and Increase 1001-6090-973.1300 Tree Lighting Ceremony by $1,600.

ATTACHMENTS:

- BA 4767 (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Vaughn Smith, Councilman
SECONDER:	Dennis O'Keefe, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

INTEROFFICE MEMORANDUM

To: Mayor Duane Haskins
From: Controller Karen Moffitt
Date: March 12, 2020

Re: Memo of Explanation for
City Council Meeting of 3/16/2020

Mayor Haskins:

I am requesting that Council approve a budget amendment within the General Fund Budget as follows: Increase 1001-0000-674.0001 Tree Lighting Donations by $1,600; and Increase 1001-6090-973.1300 Tree Lighting Ceremony by $1,600.

This budget amendment adds $1,600 to the Tree Lighting revenue and expense accounts to reflect the donations received during the year.

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND						
Revenues						
Dept 0000						
1001-0000-403.0000	CURRENT REAL/PERSONAL TAXES	2,374,500.00	2,229,764.94	0.00	144,735.06	93.9
1001-0000-404.0000	TAX CHARGEBACKS	(75,000.00)	0.00	0.00	(75,000.00)	0.0
1001-0000-407.0000	DELINQUENT PERSONAL TAXES	600.00	0.00	0.00	600.00	0.0
1001-0000-446.0000	INTEREST & PENALTIES ON TAXES	120,000.00	44,133.89	0.00	75,866.11	36.7
1001-0000-450.0000	ALL PERMITS & LICENSE FEES	7,000.00	6,483.50	155.00	516.50	92.6
1001-0000-453.0000	FRANCHISE FEES	400,000.00	207,014.42	0.00	192,985.58	51.7
1001-0000-454.0000	LEASE FEES	39,500.00	29,252.56	0.00	10,247.44	74.0
1001-0000-573.0000	LOC COMM STABILIZ SHR APPROPR (STATE)	50,000.00	63,492.62	0.00	(13,492.62)	126.9
1001-0000-574.0000	STATE SHARED REVENUES	2,868,600.00	1,513,558.00	483,657.00	1,355,042.00	52.7
1001-0000-576.0000	LIQUOR FEES	19,000.00	18,704.95	0.00	295.05	98.4
1001-0000-608.0000	BOARD OF APPEALS	8,000.00	5,200.00	0.00	2,800.00	65.0
1001-0000-618.0000	ADMINISTRATION FEES	290,000.00	261,388.14	0.00	28,611.86	90.1
1001-0000-622.0000	ZONING FEES	11,000.00	4,540.00	120.00	6,460.00	41.2
1001-0000-627.0000	COPY FEES	1,900.00	891.00	97.50	1,009.00	46.8
1001-0000-666.0000	INTEREST INCOME	15,000.00	63,086.17	0.00	(48,086.17)	420.5
1001-0000-669.0000	INVESTMENT GAINS AND LOSSES	0.00	29,043.48	0.00	(29,043.48)	100.0
1001-0000-673.0000	SALE OF ASSETS	5,800.00	294,829.94	61,681.00	(289,029.94)	5,083.2
1001-0000-674.0000	PARKS AND REC DONATIONS	3,000.00	42.72	0.00	2,957.28	1.4
1001-0000-674.0001	TREE LIGHTING DONATIONS +1,600	0.00	1,650.00	0.00	(1,650.00)	100.0
1001-0000-675.0000	REFUNDS & REBATES	14,000.00	11,431.70	0.00	2,568.30	81.6
1001-0000-678.0000	REIMBURSEMENT INCOME	20,000.00	146.50	86.03	19,853.50	0.7
1001-0000-691.0653	MEMORIAL DAY PARADE DONATIONS	1,000.00	1,300.00	1,300.00	(300.00)	130.0
1001-0000-691.5013	TRANSFER FROM DDA	2,000.00	2,000.00	0.00	0.00	100.0
1001-0000-694.0000	OTHER REVENUES	12,000.00	2,153.89	75.00	9,846.11	17.9
Total Dept 0000		6,187,900.00	4,790,108.42	547,171.53	1,397,791.58	77.4
TOTAL REVENUES		6,187,900.00	4,790,108.42	547,171.53	1,397,791.58	77.4
Expenditures						
Dept 1001 - COUNCIL						
1001-1001-703.0000	SALARY	67,000.00	44,666.81	0.00	22,333.19	66.6
1001-1001-710.0000	BOARD OF REVIEW	3,000.00	350.00	0.00	2,650.00	11.6
1001-1001-718.0000	RETIREMENT - MERS RETIREES	0.00	8.65	8.65	(8.65)	100.0
1001-1001-719.0000	FRINGE BENEFITS	67,500.00	42,556.93	24.26	24,943.07	63.0
1001-1001-727.0000	OFFICE SUPPLIES	1,500.00	177.86	0.00	1,322.14	11.8
1001-1001-728.0000	INFORMATION TECH ALLOCATION	32,900.00	32,000.00	0.00	900.00	97.2
1001-1001-731.0000	POSTAGE	100.00	0.00	0.00	100.00	0.0
1001-1001-754.0000	CENSUS SUPPLIES	5,000.00	5,847.39	373.33	(847.39)	116.9
1001-1001-808.0000	AUDIT & OTHER PROFESSIONAL SERVICES	22,000.00	18,445.42	0.00	3,554.58	83.8
1001-1001-818.0000	CONTRACTUAL SERVICES	5,000.00	577.40	577.40	4,422.60	11.5
1001-1001-818.0001	MASTER PLAN	2,000.00	0.00	0.00	2,000.00	0.0
1001-1001-818.0002	SPEC INTERNAL CONTROL REVIEW	50,000.00	6,162.50	0.00	43,837.50	12.3
1001-1001-826.0000	LEGAL	110,000.00	25,349.75	625.00	84,650.25	23.0
1001-1001-828.0000	MEMBERSHIP & DUES	13,000.00	11,172.83	0.00	1,827.17	85.9
1001-1001-864.0000	TRAINING	12,000.00	7,094.20	0.00	4,905.80	59.1
1001-1001-900.0000	NOTICES	5,000.00	1,236.78	152.28	3,763.22	24.7
1001-1001-910.0000	INSURANCE	114,600.00	90,498.33	0.00	24,101.67	78.9
1001-1001-956.0000	MISCELLANEOUS	400.00	157.19	0.00	242.81	39.30

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 1001 - GENERAL FUND						
Expenditures						
1001-2071-717.0000	RETIREMENT - MERS ACTIVE	0.00	25.99	25.99	(25.99)	100.0
1001-2071-718.0000	RETIREMENT - MERS RETIREES	0.00	219.13	219.13	(219.13)	100.0
1001-2071-719.0000	FRINGE BENEFITS	0.00	48.88	48.88	(48.88)	100.0
1001-2071-879.0000	PUBLIC RELATIONS	2,500.00	0.00	0.00	2,500.00	0.0
1001-2071-880.0000	ECONOMIC DEVELOPMENT-NEXT CORP	3,000.00	0.00	0.00	3,000.00	0.0
1001-2071-922.0000	DRAINS AT LARGE	46,000.00	33,662.50	0.00	12,337.50	73.1
1001-2071-922.0001	GILKEY CREEK PRINCIPAL	39,000.00	38,924.00	0.00	76.00	99.8
1001-2071-922.0002	GILKEY CREEK INTEREST	3,600.00	2,947.79	0.00	652.21	81.8
1001-2071-926.0000	STREET LIGHTING	465,000.00	297,353.68	2,161.69	167,646.32	63.9
1001-2071-959.7654	DISASTER AID	10,000.00	0.00	0.00	10,000.00	0.0
1001-2071-959.7660	HOLIDAY DECORATIONS/LABOR COST	5,000.00	2,182.71	0.00	2,817.29	43.6
1001-2071-961.0000	WEED CUTTING - TAX REVERTED PROP.	37,000.00	21,358.79	301.15	15,641.21	57.7
Total Dept 2071 - PUBLIC SERVICE		611,100.00	396,723.47	2,756.84	214,376.53	64.9
Dept 6090 - PARKS & RECREATION						
1001-6090-705.0000	RECREATION DIRECTOR STIPEND	10,000.00	7,123.85	384.62	2,876.15	71.2
1001-6090-706.0000	SALARIES PERMANENT	2,700.00	237.73	10.32	2,462.27	8.8
1001-6090-709.0000	OVERTIME	600.00	399.93	0.00	200.07	66.6
1001-6090-710.0000	COMMISSION SALARIES	5,000.00	2,230.00	260.00	2,770.00	44.6
1001-6090-717.0000	RETIREMENT - MERS ACTIVE	100.00	12.77	0.00	87.23	12.7
1001-6090-718.0000	RETIREMENT - MERS RETIREES	1,500.00	146.38	4.27	1,353.62	9.7
1001-6090-719.0000	FRINGE BENEFITS	2,300.00	1,462.83	82.82	837.17	63.6
1001-6090-728.0000	INFORMATION TECH ALLOCATION	1,500.00	1,500.00	0.00	0.00	100.0
1001-6090-731.0000	POSTAGE	1,500.00	722.70	0.00	777.30	48.1
1001-6090-757.0000	OPERATING EXPENDITURES	3,500.00	1,352.10	0.00	2,147.90	38.6
1001-6090-818.0000	CONTRACTUAL SERVICES	10,000.00	2,471.02	0.00	7,528.98	24.7
1001-6090-920.1000	ERC LED PROGRAM	1,800.00	1,303.29	144.81	496.71	72.4
1001-6090-938.0000	MAINT OF GROUNDS	14,000.00	6,775.04	63.50	7,224.96	48.3
1001-6090-943.0000	EQUIPMENT RENTAL	12,700.00	7,595.90	0.00	5,104.10	59.8
1001-6090-956.0000	MISCELLANEOUS	700.00	0.00	0.00	700.00	0.0
1001-6090-959.7674	MEMORIAL DAY PARADE	20,000.00	388.51	0.00	19,611.49	1.9
1001-6090-962.0000	TRAINING & MEMBERSHIPS	1,000.00	490.00	0.00	510.00	49.0
1001-6090-973.0000	P & R COMMUNITY EVENTS	4,000.00	0.00	0.00	4,000.00	0.0
1001-6090-973.1000	EASTER EGG HUNT	2,000.00	58.12	58.12	1,941.88	2.9
1001-6090-973.1200	TRICK OR TREAT TRAIL	4,000.00	3,099.82	0.00	900.18	77.5
1001-6090-973.1300	TREE LIGHTING CEREMONY	+1,600 3,000.00	4,152.63	0.00	(1,152.63)	138.4
1001-6090-973.1400	PIZZA WITH SANTA	3,000.00	880.87	0.00	2,119.13	29.3
Total Dept 6090 - PARKS & RECREATION		104,900.00	42,403.49	1,008.46	62,496.51	40.4
Dept 8001 - PLANNING						
1001-8001-706.0000	SALARIES PERMANENT	25,700.00	17,907.25	902.59	7,792.75	69.6
1001-8001-709.0000	OVERTIME	1,100.00	906.75	0.00	193.25	82.4
1001-8001-710.0000	COMMISSION SALARIES	5,000.00	1,480.00	0.00	3,520.00	29.6
1001-8001-717.0000	RETIREMENT - MERS ACTIVE	2,400.00	1,627.47	83.18	772.53	67.8
1001-8001-718.0000	RETIREMENT - MERS RETIREES	17,200.00	13,783.63	701.23	3,416.37	80.1
1001-8001-719.0000	FRINGE BENEFITS	17,800.00	11,616.85	135.79	6,183.15	65.2
1001-8001-727.0000	SUPPLIES & POSTAGE	700.00	283.85	0.00	416.15	40.55
1001-8001-757.0000	OPERATING EXPENDITURES	0.00	4.52	0.00	(4.52)	100.00
1001-8001-818.0000	CONTRACTUAL SERVICE	43,500.00	40,851.46	10,000.00	2,[illegible]	[illegible]

Attachment: BA 4767 (4767 : Budget Amendment (Budget #))

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

ADOPTED

Meeting: 03/24/20 05:00 PM
Department: Controller's Office
Category: Budget
Prepared By: Karen Moffitt
Department Head: Karen Moffitt

AGENDA ITEM (ID # 4768)

DOC ID: 4768

Approve and authorize the following 2019-2020 budget amendment in the Major Streets Fund: Increase 2002-0000-802.7589 Bristol Rd Bridge by $1,000; Increase 2002-4051-802.7591 Belsay Rd (Court to Davison) by $12,500; Increase 2002-4051-802.7593 Center Light Signal CMAQ by $300; Increase 2002-4051-802.7597 Center Rd (Lippincott to Lapeer) by $3,900; Increase 2002-4051-802.7599 Saginaw St (Bristol to Hemphill) by $15,000 and Decrease 2002-0000-390.0000 Unappropriated Surplus by $32,700.

COMMENTS - Current Meeting:

Mr. Smith expressed concern with the stock market and the rise in MERS.

Mayor Haskins stated the police and fire are working 12 hour shifts to minimize rotations in case of infection. We are monitoring this virus constantly and doing everything we can. There will be budget impacts: Act 51 money, state revenue sharing, etc. We will get through this and persevere.

ATTACHMENTS:

- BA 4768 (PDF)

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Smith, Fenner, Conley
EXCUSED:	Danny Wells

INTEROFFICE MEMORANDUM

To: Mayor Duane Haskins
From: Controller Karen Moffitt
Date: March 12, 2020

Re: Memo of Explanation for
City Council Meeting of 3/16/2020

Mayor Haskins:

I am requesting that Council approve a budget amendment within the Major Streets Fund Budget as follows: Increase 2002-0000-802.7589 Bristol Rd Bridge by $1,000; Increase 2002-4051-802.7591 Belsay Rd (Court to Davison) by $12,500; Increase 2002-4051-802.7593 Center Light Signal CMAQ by $300; Increase 2002-4051-802.7597 Center Rd (Lippincott to Lapeer) by $3,900; Increase 2002-4051-802.7599 Saginaw St (Bristol to Hemphill) by $15,000 and Decrease 2002-0000-390.0000 Unappropriated Surplus by $32,700.

This budget amendment adds $32,700 to expense to cover project costs budgeted for in the 2018-19 fiscal year which were not spent until the current fiscal year. Because the funds were not spent in the prior year, the unspent funds rolled into fund balance at June 30, 2019 so those funds will be used to cover these amendments.

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON

PERIOD ENDING 03/31/2020

% Fiscal Year Completed: 75.14

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 03/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDG USED
Fund 2002 - MAJOR STREETS						
Revenues						
Dept 0000						
2002-0000-450.0000	RIGHT OF WAY PERMIT FEES	5,800.00	7,003.80	0.00	(1,203.80)	120.7
2002-0000-574.0000	51 GAS & WEIGHT TAX	3,121,000.00	1,923,915.61	284,260.37	1,197,084.39	61.6
2002-0000-574.0659	ST OF MI ROW MAINTENANCE FEE	77,000.00	0.00	0.00	77,000.00	0.0
2002-0000-574.0665	FEDERAL/STATE CONST REVENUE	1,989,200.00	1,724,446.81	0.00	264,753.19	86.6
2002-0000-649.0000	MATERIAL SALES	6,000.00	4,998.72	0.00	1,001.28	83.3
2002-0000-666.0000	INTEREST INCOME	500.00	54,693.12	0.00	(54,193.12)	10,938
2002-0000-675.0000	REFUNDS & REBATES	100.00	52.35	0.00	47.65	52.3
2002-0000-678.0000	REIMBURSEMENT INCOME	3,000.00	81.79	3.79	2,918.21	2.7
2002-0000-694.0000	MISCELLANEOUS	0.00	366.01	0.00	(366.01)	100.0
Total Dept 0000		5,202,600.00	3,715,558.21	284,264.16	1,487,041.79	71.4
TOTAL REVENUES		5,202,600.00	3,715,558.21	284,264.16	1,487,041.79	71.4
Expenditures						
Dept 4051 - CONSTRUCTION						
2002-4051-718.0000	RETIREMENT - MERS RETIREES	0.00	6.50	6.50	(6.50)	100.0
2002-4051-719.0000	FRINGE BENEFITS	0.00	15.78	15.78	(15.78)	100.0
2002-4051-802.7589	BRISTOL RD BRIDGE	+1,000 0.00	602.89	0.00	(602.89)	100.0
2002-4051-802.7591	BELSAY RD. (COURT TO DAVISON)	+12,500 0.00	12,458.24	0.00	(12,458.24)	100.0
2002-4051-802.7593	CENTER LIGHT SIGNAL CMAQ	+300 0.00	274.14	0.00	(274.14)	100.0
2002-4051-802.7597	CENTER RD (LIPPINCOTT TO LAPEER)	+3,900 0.00	3,807.96	0.00	(3,807.96)	100.0
2002-4051-802.7599	SAGINAW ST. (BRISTOL - HEMPHILL)	+15,000 0.00	14,868.41	0.00	(14,868.41)	100.0
2002-4051-802.7601	CENTER RD (DAVISON TO DOLPHAINE)	2,248,700.00	2,060,487.08	0.00	188,212.92	91.6
2002-4051-802.7606	S.B. GRAND TRAVERSE ST (BRISTOL-HEMPHIL	52,700.00	162.82	96.50	52,537.18	0.3
2002-4051-802.7607	SAGINAW ST (MAPLE-JUDD)	99,800.00	11,019.18	10,906.81	88,780.82	11.0
2002-4051-802.7608	SAGINAW ST (JUDD-BRISTOL)	87,000.00	79.14	0.00	86,920.86	0.0
Total Dept 4051 - CONSTRUCTION		2,488,200.00	2,103,782.14	11,025.59	384,417.86	84.5
Dept 4063 - SURFACE MAINTENANCE						
2002-4063-705.0000	SUPERVISION SALARIES	44,400.00	7,303.53	0.00	37,096.47	16.4
2002-4063-706.0000	SALARIES PERMANENT	109,900.00	60,791.83	5,690.27	49,108.17	55.3
2002-4063-706.2005	SALARIES PROJECT FUSION	19,000.00	18,842.24	0.00	157.76	99.1
2002-4063-709.0000	OVERTIME	14,700.00	1,137.18	198.31	13,562.82	7.7
2002-4063-717.0000	RETIREMENT - MERS ACTIVE	4,000.00	2,683.96	168.34	1,316.04	67.1
2002-4063-718.0000	RETIREMENT - MERS RETIREES	38,700.00	25,905.50	1,598.35	12,794.50	66.9
2002-4063-719.0000	FRINGE BENEFITS	118,500.00	76,732.63	1,038.93	41,767.37	64.7
2002-4063-751.0000	PATCH	75,000.00	17,672.79	139.82	57,327.21	23.5
2002-4063-752.0000	GRAVEL	25,000.00	9,085.75	0.00	15,914.25	36.3
2002-4063-757.0000	OPERATING EXPENDITURES	5,000.00	1,174.25	0.00	3,825.75	23.4
2002-4063-818.0000	CONTRACTUAL SERVICE	7,000.00	3,000.00	0.00	4,000.00	42.8
2002-4063-818.2000	ROAD PRESERVATION	700,000.00	128,640.72	0.00	571,359.28	18.3
2002-4063-818.3000	CONTRACTUAL SERVICE - STREET SWEEPING	40,000.00	15,140.76	0.00	24,859.24	37.8
2002-4063-818.4000	BRIDGE INSPECTIONS	6,000.00	5,445.00	0.00	555.00	90.7
2002-4063-943.0000	EQUIPMENT RENTAL	122,000.00	65,956.16	0.00	56,043.84	54.0
2002-4063-943.2005	EQUIPMENT RENTAL PROJECT FUSION	8,300.00	7,974.01	0.00	325.99	96.0
Total Dept 4063 - SURFACE MAINTENANCE		1,337,500.00	447,486.31	8,834.02	890,	