



CITY OF BURTON
FINANCE COMMITTEE MEETING
MARCH 7, 2022
MINUTES

Council Chambers **Regular Meeting** **6:00 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chair Tom Martinbianco at 6:00 PM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Chair	Present	
Vaughn Smith	Councilman	Present	
Greg Hull	Councilman	Present	

B. STAFF PRESENT

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Charles Abbey, DPW Director/HR

C. MINUTES APPROVAL

1. Finance Committee - Regular Meeting - Mar 15, 2021 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Greg Hull, Councilman
AYES:	Martinbianco, Smith, Hull

D. AUDIENCE PARTICIPATION

None.

E. COMMITTEE DISCUSSION & ACTION ON THE FOLLOWING ITEMS:

Mr. Martibianco stated he would like to know what obligations the city has made already and what the event was going to be like. Last week, at the Finance Meeting, we did not have a budget.

Mayor Haskins stated as I explained at the Council Meeting when this was on the agenda, we have the funds to cover all the events we have planned.

Mr. Martinbianco asked other than what was previously budgeted, what funds do we have to date?

Mayor Haskins stated we have roughly \$16,500 in donations.

Mr. Maritinbiaco asked if that includes the DDA's contribution.

Mayor Haskins said, yes.

Mr. Martinbianco stated originally, we budgeted approximately \$40,000.

Mayor Haskins stated we have the money to cover the event but we do not have enough to cover labor. We are anticipating more donations to come in but we are not sure how much. If the donations come in, the money can be put back.

Mr. Martinbianco stated this is a unique event. It is going to require everyone's participation. We need to think about the extent that we are going to do that. What do you know about how the events are going to go? Can we confine this to a 2-3 day event?

Mayor Haskins stated Friday will be the Burton Idol Contest along with a DJ. Saturday, we have a corn hole tournament and two bands playing and kids activities throughout the day. Sunday, the morning is still in discussion on a possible church service. We have children's activities and two bands scheduled. Monday will be strictly Memorial Day activities including a parade. Last year, for Memorial Day alone, we spent \$37,000 with \$21,000 donated. With this event, adding the 50th celebration, there are more days and more things to exonerate the 50th anniversary.

Mr. Martinbianco stated he would like to see the event compressed to Saturday-Monday. Friday is over reach. This will help mitigate the cost.

Mr. Smith stated he spoke to John Dombrowski who stated the committee is working with reputable people. He suggested offering VIP sponsorship. Tickets can be given to bigger sponsors as an incentive. Maybe there is a way to do what he is suggesting to help with the cost.

Mayor Haskins stated we are working with people who are giving us a huge discount. Mark Farner is waiving his fee.

Mr. Hull stated the committee has done a thorough job of planning. They are soliciting businesses to participate.

Mayor Haskins stated there are a few businesses out there that have promised money but we have not received it yet. There are also businesses that have not participated in years and are getting involved. I originally asked for \$50,000 for the anniversary event. You budgeted \$20,000 and council said to come back and ask for more if needed. I am coming back to ask. The biggest cost is employees to work the event. Friday night is not that costly; it is only 6PM-10PM.

Mr. Smith stated it is not the council's responsibility to tell you how to put on the event. We are only in charge of the money.

Mayor Haskins stated, if you give the \$40,000, we will not come back and ask for more money. We are looking at every cost saving measure possible. I just do not want to downplay our 50th anniversary.

Mr. Hull stated if we are able to lock in Farner, it may be easier to fundraise.

Mr. Martinbianco asked about parking.

Mayor Haskins stated last year, we hosted 5,000 people. Parking has never been an issue. We have other plans for donations of shuttle buses, if needed.

Mr. Abbey stated we can also shut down the outside lanes down Center Road for parking like we have in the past.

Mr. Martinbianco stated we spoke about a council welcome tent. We need to make this a quality event with no outside distractions. Everyone involved in the city since 1972 should be recognized.

Mayor Haskins stated we have been reaching out to past mayors and councils for the past year regarding the event. Since no one wants to share a tent, logistically we could open up the police training room that has air conditioning, water and facilities to use for this. They would be front and center at the event.

- A. Motion to refer to City Council: Approve a budget amendment of \$40,000 for the Memorial Day/50th Anniversary event.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Greg Hull, Councilman
AYES:	Martinbianco, Smith, Hull

Meeting was adjourned at 6:34 PM.



CITY OF BURTON
FINANCE COMMITTEE MEETING
MARCH 15, 2021
MINUTES

Virtual Meeting

Regular Meeting

6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Vaughn Smith at 6:30 PM.

A. MEETING INFORMATION

Finance Meeting
 Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m711bbcb53907f62682808cc64482d9aa>

Monday, Mar 15, 2021 6:30 pm | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 182 879 3904

Password: Fin2021 (3462021 from phones and video systems)

Join by video system
 Dial 1828793904@webex.com
 You can also dial 173.243.2.68 and enter your meeting number.

Join by phone
 +1-415-655-0001 US Toll
 Access code: 182 879 3904

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Council Member	Remote	
Dennis O'Keefe	Council Member	Present	
Vaughn Smith	Chairman	Present	

C. STAFF PRESENT

Duane Haskins, Mayor
 Racheal Boggs, City Clerk
 Charles Abbey, DPW Director/HR
 Amber Abbey, Deputy DPW Director
 Amanda Doyle, City Attorney
 Steve Phillips, IT Director

D. ADMINISTRATIVE REPORT

1. Revenue and Expenditure Report 2/28/2021

E. AUDIENCE PARTICIPATION

Public comment may be sent to: publiccomment@burtonmi.gov. Comments received prior to the meeting will be read into the record.

None.

F. COMMITTEE DISCUSSION & ACTION ON THE FOLLOWING ITEMS:

- A. Motion to approve and send to City Council to repair the fence at Fire Station #1 with unused funds from cancelled 2020-2021 Parks & Recreation Events in the amount of \$13,800.

Mr. Smith stated I have asked Councilwoman, Tina Conley to come tonight to discuss Parks & Recreation events and where we will be drawing the money from. Thank you to the Clerk for providing the revenue and expenditure report with our packet. This is also on page 5 of your 2020-21 budget. Basically, none of our Parks & Recreation events have happened this year and Mrs. Conley has been working diligently on repairing the fence at Fire Station #1. I will turn the meeting over to her.

Mrs. Conley stated I would like to go over events in the budget that were cancelled. The Easter Egg Hunt was cancelled twice and we had budgeted \$2,000, the Trick or Treat Trail was \$3,800, Tree Lighting Ceremony was \$3,000, Pizza with Santa was \$2,800 and we also have P&R Community Events where we budgeted \$3,000. If you add this all up it come to \$13,800. Looking at last years money, which would have been \$24,000 for the Easter Egg Hunt and Memorial Day Event, we didn't use the money and it went back into general fund. I made a diagram for all the council members and we can go over it. We may have to get into the general fund for a small amount but, most of the money is here from the events that we didn't have. I gave everyone a packet of what we would like to do. The pictures are labeled and I brought them with me.

Mr. O'Keefe stated Mrs. Conley has definitely done her due diligence. You can tell your heart is in this project. I compliment you on how efficient you have been. I would like to send this to council.

Mr. Martinbianco asked the Mayor how the budget process is going. Will we be in compliance with the City Charter for presenting the budget at the first meeting in April?

Mayor Haskins said, yes sir.

Mr. Smith stated the schedule has been done and the administration is reviewing it now. Everyone will get a copy in plenty of time to see what their schedules are like.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Council Member
SECONDER:	Tom Martinbianco, Council Member
AYES:	Martinbianco, O'Keefe, Smith

Meeting was adjourned at 6:42 PM.

Minutes Acceptance: Minutes of Mar 15, 2021 6:30 PM (Minutes Approval)



ADOPTED

AGENDA ITEM (ID # 5304)

DOC ID: 5304

Discussion and possible action on a budget amendment for the Memorial Day/50th Anniversary event.

ATTACHMENTS:

- Vendor Budget Memorial Day-50th Anniversary 2022 (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Greg Hull, Councilman
AYES:	Tom Martinbianco, Vaughn Smith, Greg Hull

VENDOR	AMOUNT	Days	TOTAL AMOUNT	AMOUNT PAID
Burton Idol 1st place	\$ 500.00	1	\$ 500.00	
Burton Idol 2nd place	\$ 350.00	1	\$ 350.00	
Burton Idol 3rd place	\$ 150.00	1	\$ 150.00	
Melissa Hagar	\$ 400.00	2	\$ 800.00	
Derek Sorenson	\$ 400.00	1	\$ 400.00	
Cornhole	\$ 600.00	1	\$ 600.00	
3rd Degree Burn	\$ 750.00	1	\$ 750.00	
Reverand Right Time	\$ 500.00	1	\$ 500.00	
Billy Gunther	\$ 700.00	1	\$ 700.00	
John Vance	\$ 750.00	2	\$ 1,500.00	
Flyover	\$ 2,600.00	1	\$ 2,600.00	
Zoo	\$ 2,660.00	1	\$ 2,660.00	
Balloon Twister	\$ 300.00	1	\$ 300.00	
Face Painter	\$ 350.00	2	\$ 700.00	
Slide	\$ 3,500.00	2	\$ 7,000.00	
Berry Ride	\$ 2,500.00	2	\$ 5,000.00	
Carousel	\$ 2,500.00	2	\$ 5,000.00	
Inflatables	\$ 2,400.00	1	\$ 2,400.00	
Keys to the City	\$ 400.00	1	\$ 400.00	
Fireworks	\$ 12,400.00	1	\$ 12,400.00	
Advertising	\$ 3,400.00	1	\$ 3,400.00	
Porta Pots	\$ 455.00	4	\$ 1,820.00	
Shirts for Volunteers	\$ 450.00	1	\$ 450.00	
Kendall	\$ 4,000.00	1	\$ 4,000.00	
Flowers	\$ 900.00	1	\$ 900.00	
Banners	\$ 1,700.00	1	\$ 1,700.00	
Helper Lunch	\$ 150.00	1	\$ 150.00	
Candy	\$ 500.00	1	\$ 500.00	
Trophy for Car Show	\$ 100.00	1	\$ 100.00	
DPW Workers	\$ 22,000.00	1	\$ 22,000.00	
Police Officers	\$ 18,000.00	1	\$ 18,000.00	
Street Sweeping	\$ 3,200.00	1	\$ 3,200.00	
Equipment Rental	\$ 500.00	1	\$ 500.00	
Entertainment for Saturday	\$ 2,000.00	1	\$ 2,000.00	
Mark Farner	\$ 15,000.00	1	\$ 15,000.00	

Grand Total	\$ 118,430.00
Budget	\$ 39,200.00
Money Needed	\$ 79,230.00