



# CITY OF BURLINGAME

## Budget Workshop Minutes

Mayor, Vikki DeMars – <u>  P  </u>	City Attorney, Rick Godderz - <u>  A  </u>
Councilmember, Doug Moon – <u>  P  </u>	City Clerk – Patty Atchison - <u>  P  </u>
Councilmember, Leslie Holman- <u>  A  </u>	City Superintendent, Wes Colson - <u>  P  </u>
Councilmember, Sheila Curtis – <u>  P  </u>	Police Officer, Mathew Baker - <u>  P  </u>
Councilmember, Michelle Mullinix – <u>  P  </u>	Building Inspector – Jim Welch – <u>  A  </u>
Councilmember, Kenna Burns – <u>  A  </u>	

Held: **June 11, 2018 @ 7:00 pm**  
 Location: **Burlingame City Hall, Council Chambers**

### 1. CALL TO ORDER BY Mayor DeMars

2. ROLL CALL – See above.

3. PUBLIC COMMENTS – No public comments

### CONSENT ITEMS

These items can be voted on with one motion or individually by the city council.

### 4. APPROVAL OF AGENDA

Councilmember Mullinix made the motion to approve the Agenda. Councilmember Moon seconded the motion.

Vote:     Ayes: 3       Nays: 0

### 5. Budget Workshop

Mayor DeMars discussed last year’s audit and the fact we should not be spending “Unencumbered Cash” during the calendar year. The Budget needs to be reduced down to 2.7 million to match the Cash Receipts.

Council and Superintendents discussed setting up various Equipment Reserve Accounts for future expenses. Accounts identified and proposed amounts to be set aside each year are:

Police Dept	\$5000
Building/Home Demolition	\$3000 to \$5000
Tree Board	\$3000
Restrooms at Park	\$1000
Fleet Purchases	\$10,000
City Hall Improvements	\$2000
New City Pool	\$50,000

City improvements identified were:

Bathrooms at Small Park	\$22,000	
Electronic Sign for City Hall	\$22,500 (if we can secure donations for ½, total cost would be	\$11,250)
Beautification of downtown	\$10,000	
Economic Development	\$2000	
Repair of bricks on Main street (look into grants from K-Dot and Connecting Links)		
Speaker System for Downtown to be used during various community events		
Plug Ins on Mainstreet to be used for various community events		

New Christmas decorations  
Splash Pad at Sumner Park

Look into new community events to be held during the summer  
Move on side of Library (Vikki will visit with Brandi Shaffer)  
Games in the park such as checkers, chess and etc.  
Frisbies in the grass at the school and ball diamonds (Vikki will visit with the school)

Mayor DeMars asked Superintendent Colson to get with Greg Wright to check the rates on utilities for the past six months.  
Mayor DeMars asked Departmental Superintendents to review their budgets regarding the necessary expenditures and to identify areas that could be reduced to achieve the budget cap of 2.7 million.

Mayor DeMars plans to hold another budget workshop the first part of July to finalize the budget.

**6. Adjournment**

Councilmember Mullinix made the motion to adjourn the City of Burlingame Council Meeting at 8:17 pm. Councilmember Moon seconded the motion.

Vote: Ayes: 3                  Nays: 0

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
Patty Atchison, City Clerk

Americans with disabilities act (A.D.A.): The City of Burlingame intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the city clerk forty-eight (48) hours prior to the meeting to arrange necessary accommodations.

Next Ordinance 2388  
Next Charter Ordinance #15  
Next Resolution # 395