CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

DECEMBER 12, 2018

AGENDA

Council Chambers	Regular Meeting	5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

THIS MEETING WAS OPENED BY

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Oct 10, 2018 5:30 PM
2. Parks & Recreation Commission - Trick or Treat Trail - Oct 10, 2018 6:30 PM
3. Veterans Honor Run Committee - Regular - Oct 10, 2018 6:30 PM

E. PURPOSE OF THE MEETING

1. P&R 5-Year Plan final presentation
2. Pizza with Santa reflection/update

F. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton Park and Recreation Commission. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

G. COMMITTEE DISCUSSION AND OR ACTION

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JANUARY 9, 2018 AT 5:30 PM.

CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 10, 2018

MINUTES

Council Chambers | **Regular Meeting** | **5:30 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chair James Craig at 5:30 PM.

THIS MEETING WAS OPENED BY JIM CRAIG.

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Board Member	Present	
Sandra Talbot	Commissioner	Absent	
James Craig	Chair	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Co-Chair	Present	
Christina Conley	Councilwoman	Excused	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Clerk's Office

C. ADMINISTRATIVE REPORT

Ms. Warren stated Lisa Easterwood from Fleis & Vandenbrink will be here at our next meeting. She will go over our 5-Year Plan. She is recommending that we start our 30-day review process in November and have it on the Council agenda for the January 7th meeting, for the approval. That way the 5-Year Plan would be dated 2019 instead of 2018. We have received another one-year extension. This will give us time to finish up on the Iron Belle Trail. We have received another one-year extension. We have already had two extensions, but that does not affect the funds. I have submitted for that reimbursement and we should receive this soon.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Sep 12, 2018 5:30 PM

Minutes Acceptance: Minutes of Oct 10, 2018 5:30 PM (APPROVAL OF MINUTES)

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

2. Veterans Honor Run Committee - Regular - Sep 12, 2018 6:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

3. Parks & Recreation Commission - Trick or Treat Trail - Sep 26, 2018 5:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Co-Chair
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Talbot
EXCUSED:	Conley

E. PURPOSE OF THE MEETING

1. Trail scoping meeting summary

   Mr. Fallis stated the trail by Southmoor Golf Course is the agreed upon trail. This trail would go north to Judd Road. We have heard that the bar at Southmoor should be closed by next Fall.

   Mr. Craig said one of the biggest obstructions right now will be getting easement access from the property owners. I am hoping this trail will be great for economic development. When Royal Oak starting building trails, it revitalized that whole area.

   Ms. Warren said I like the idea of having double fencing behind the golf course and have the pathway go through those fences. This would keep people from entering other areas that they do not belong in.

2. Trick or Treat Trail

   Ms. Bauldry stated the donut holes are ordered. We still need to get cider. The Bentley Boosters are interested in setting up a table with hot chocolate and popcorn. There are no outlets on the outside of the building so we will have to run extension cords. Bentley Robotics and the National Honor Society will be helping us. I will ask

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the athletic director if we could have some students help with unloading the pumpkins. The sponsors so far are Carter Lumber, Antcliff, Thomas Beardsley Painting, BJ's, Bentley Florist, Scotties and Johnnies Hardware.

Ms. Warren said other sponsors are Judge Jennifer Manley, Frank Manley, Mayor Zelenko, Bob Slattery, Charles Abbey, Creekwood Dental, Amanda Doyle, Waste Management, Tina Conley, Duane Haskins, Toby Bauldry and Bob Wilson. The flyers will be updated with the sponsors and will be in the paper three times starting next week.

3. Veterans Honor Run

Veteran's Honor Run is looking for sponsors. There will be a GORUCK division in addition to the 5K Run, 5K walk and 11K Run. This is where you carry a rucksack or backpack. Black Forest Catering is providing the food for the post-race meal. We still need to pick up bananas.

4. Pizza with Santa

Ms. Dunsmore stated Bendle is reserved for this event. The school will provide the janitorial service. I will pick up desserts. We can have popcorn and the National Honor Society will be there to volunteer their help.

Mr. Craig said I will bring the water. We could have a survey for people to fill out.

Ms. Warren said the balloon twister is booked for the Pizza with Santa and Trick or Treat Trail events.

5. 4063 : Christmas Glow Parade-Final Decision

Ms. Warren stated the Downtown Development Authority decided to do their own store front decorating contest in lieu of their participation in the glow parade this year due to lack of time to organize and get participants. We still need to decide if we want to have this parade this year.

Mr. Scharrer said I suggest, as soon as our Memorial Day Parade is over next year, we start preparing for this event if we are going to have it.

Mr. Craig stated we have three big events in October and November. We are already stretched pretty thin at this time. If we have the parade, we have to have DDA's participation and help.

The P&R Commission decided to cancel the Christmas Glow Parade for this year.

6. Park conditions

Mr. Craig said I know DPW takes care of the parks but it would be nice to have someone checking them once a week. For now, I can check Fire Station 2 and Kelly Lake each week.

Mr. Scharrer suggested having a church group or student group that needs community service work hours, adopt the parks. The fencing at Fire Station 1 gets

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knocked down from snow plowing each year. The snow is pushed up to both sides of the fence. For Spring Cleanup, there were many people cleaning up the parks.

Ms. Warren said we need mulch at both of the Fire Station's parks. This is a safety issue that needs to be taken care of. Genesee Christian would be a good resource; they asked what they could do for Earth Day. A person called asking if she could pull weeds and plant flowers around the sign at Kelly Lake. I told her she could and to let me know if she needs anything.

Mr. Craig said I like the idea of having a group adopt each of our parks and report back to Ms. Warren or one of us.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

Ms. Warren said Lisa Easterwood suggested that we make a list of our P&R priorities. Possibly change our focus on Settlement Park and Pocket Parks. We had a sealed bid on our city owned properties and one of the properties that did not sell was off Atherton Road. We could look into getting this property and putting in a dog park there.

Mr. Fallis suggested putting the pocket parks in the 5-Year Plan if it is not already there.

Mr. Wilson stated the Veteran's Day Ceremony will be held at the Veteran's Memorial on November 3, 2018 at 11:11 AM and the Veteran's Honor Run will be held at Blessed Sacrament Church. The reason this event is held on the 11th month at 11:11 AM is because the Treaty of Versailles, that ended World War I, was signed on the 11th month of the 11th day on the 11th hour. The course starts at Blessed Sacrament Church (6340 Roberta, Burton, MI 48509) and the participants will run through Burton Fire Station #2. The 11k will run through Kelly Lake Park. I am waiting for confirmation from the Atherton School band. I have a retired commander from the US Navy coming to speak. He also works for the VA. The 822 VFW color guard will be there. Mayor Zelenko will speak and the city, VFW and DAV will lay the wreath.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, NOVEMBER 14, 2018 AT 5:30 PM.

Meeting was adjourned at 6:33 PM.

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BURTON, MICHIGAN

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 10, 2018

MINUTES

Council Chambers	Trick or Treat Trail	6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Board Member Toby Bauldry at 6:30 PM.

A. MEMBERS PRESENT

Sue Warren
Toby Bauldry
Bob Wilson

B. APPROVAL OF MINUTES

None.

C. PURPOSE OF THE MEETING

1. Trick or Treat Trail Event

   Discussion:

- Bounce house, porta johns and pumpkins are ordered.
- 40 dozen cookies, 40 dozen donuts and 40 gallons of cider need to be ordered.
- Balloon twister is booked.
- Table and chairs are reserved.
- Bentley Boosters will be selling hot chocolate and coffee.
- National Honor Society will help set up.
- Bentley Robotics will help tear down.

D. AUDIENCE PARTICIPATION

None.

Meeting was adjourned at 6:55 PM.

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CITY OF BURTON

VETERANS HONOR RUN COMMITTEE MEETING

OCTOBER 10, 2018

MINUTES

Community Room	Regular	6:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. MEMBERS PRESENT

Sue Warren, Parks & Recreation Director
Vaughn Smith
Steve Coates
Jim Craig
Steve Welch

B. PURPOSE OF THE MEETING

1. Veterans Honor Run Planning

- **ROUTE:**
  Signs - Vaughn Smith and Steve Coates will place signs the morning of the race.

- **PAINT:**
  Jim Craig and Vaughn Smith will take care of the week before the race.

- **SITE:**
  Blessed Sacrament confirmed.
  Steve Welch stated we can get access Friday after 5:00 PM.
  Jim Craig said he will get the barricades before Thursday, November 1, 2018.

- **SPONSOR:**
  NCAO Chapter and US Navy League are added.

- **FOOD:**
  Jim Craig said we should have 425 participants this year. I will pick up the bananas, kettle corn and water.

- **PACKET PICKUP:**
  Will be at Complete Runner from noon - 6:00 PM. Jim Craig, Brendan Craig, Amber Shaw, Lester Brady, and Denise Brady will be there to hand out the packets.

- **REGISTRATION:**
  Registration crew solidified

- **WATER STATIONS:**
  Volunteers will be Bentley Robotics Club and American Heritage Girls

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- **BIKE LEADERS:**
  Vaughn Smith for the 11K and Patrick Forstyk for the 5K.

- **ENTRIES:**
  Have been trending the same as 2017 and 2016.

C. AUDIENCE PARTICIPATION

None.

Meeting was adjourned at 8:00 PM.

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P&R 5-Year Plan final presentation

Pizza with Santa reflection/update