CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

DECEMBER 13, 2017

AGENDA

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

4303 S. CENTER ROAD
BURTON, MI 48519

THIS MEETING WAS OPENED BY _____AT _____PM.

A. PLEDGE OF ALLEGIANCE WAS LED BY _____.

B. CALL TO ORDER

C. STAFF PRESENT

D. APPROVAL OF MINUTES

1. Veterans Honor Run Committee - Regular - Oct 25, 2017 5:00 PM
2. Parks & Recreation Commission - Regular Meeting - Nov 8, 2017 5:30 PM

E. ADMINISTRATIVE REPORT

F. PURPOSE OF THE MEETING

1. Pizza with Santa Event
2. Glow Parade Event
3. Park & Recreation 5-Year Plan
4. 2018 Event Dates

G. 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.

H. COMMITTEE DISCUSSION AND OR ACTION

CITY OF BURTON

VETERANS HONOR RUN COMMITTEE MEETING

OCTOBER 25, 2017

MINUTES

Community Room | **Regular** | **5:00 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Commissioner James Craig at 5:00 PM.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Vaughn Smith	Councilman	Present	
Steve Welch	Commissioner	Present	
James Craig	Commissioner	Present	
Debbie Newton	Committee Member	Present	
Tom Salvadore		Excused	
Ali Grotts	Board Member	Excused	
Rene McMann		Excused	
Sherry Jones		Excused	
Tony Newton		Present	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director

C. PURPOSE OF THE MEETING

EVENT UPDATE AND DISCUSSION

D. ADMINISTRATIVE REPORT

None.

E. AUDIENCE PARTICIPATION

None.

F. COMMITTEE DISCUSSION

- Mr. Welch brought 2018 contract to be filled out and mailed for Blessed Sacrament.
- Amber and Chris are doing the course timing.
- Mr. Smith and Mr. Craig will mark course.
- Police and Fire on site with control by 11:00 AM.
- Course will be marked: 11:11 AM / 11K, 11:16 AM / 5K, 11:18 AM / 5K walk
- Race day registration is Mr. and Mrs. Brady, Tom & JoAnn, Sandy Talbot, Laura, Brenda and others.
- Volunteers: Powers, Bentley Robotics, Bentley High School, Faith Tabernational
- Donation suggestions to school programs, etc., to ensure volunteers.
- Mr. Craig will have donate 20 cases of water to their races/events.
- D.A.V. Auxillary ladies will set the water stations.
- Expenses estimated at $10,000.
- Burton Race Series shirts have been ordered.

Minutes Acceptance: Minutes of Oct 25, 2017 5:00 PM (APPROVAL OF MINUTES)

- Hand out flyers at the Turkey Trot in Imlay City for the Burton Race Series.

Meeting was adjourned at 6:25 PM.

Minutes Acceptance: Minutes of Oct 25, 2017 5:00 PM (APPROVAL OF MINUTES)

CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

NOVEMBER 8, 2017

MINUTES

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

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. PLEDGE OF ALLEGIANCE WAS LED BY MR. WILSON.

B. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Board Member	Present	
Sandra Talbot	Co-Chairman	Absent	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Present	
Genevieve Field	Board Member	Late	

C. STAFF PRESENT

Sue Warren, P&R Director
Marcy Kimball, Clerk's Office

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Sep 13, 2017 5:30 PM

RESULT:	**ACCEPTED [5 TO 0]**
MOVER:	Toby Bauldry, Robert Wilson
AYES:	Bauldry, Craig, Dunsmore, Wilson, Conley
ABSENT:	Talbot
AWAY:	Field

2. Veterans Honor Run Committee - Regular - Sep 13, 2017 6:30 PM

Minutes Acceptance: Minutes of Nov 8, 2017 5:30 PM (APPROVAL OF MINUTES)

RESULT:	**ACCEPTED [5 TO 0]**
MOVER:	Toby Bauldry, Board Member
SECONDER:	Robert Wilson, Commissioner
AYES:	Bauldry, Craig, Dunsmore, Wilson, Conley
ABSENT:	Talbot
AWAY:	Field

3. Veterans Honor Run Committee - Regular - Oct 11, 2017 6:30 PM

RESULT:	**ACCEPTED [3 TO 0]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Wilson
ABSENT:	Talbot
AWAY:	Field
RECUSED:	Dunsmore, Conley

4. Parks & Recreation Commission - Trick or Treat Trail - Sep 20, 2017 5:00 PM

RESULT:	**ACCEPTED [5 TO 0]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Conley
ABSENT:	Talbot
AWAY:	Field

5. Parks & Recreation Commission - Trick or Treat Trail - Oct 24, 2017 4:00 PM

RESULT:	**ACCEPTED [5 TO 0]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Toby Bauldry, Board Member
AYES:	Bauldry, Craig, Dunsmore, Wilson, Conley
ABSENT:	Talbot
AWAY:	Field

E. ADMINISTRATIVE REPORT

Ms. Warren stated the financial reports are in your packet for the Trick or Treat Trail and most everything has been paid. We have $1,025.00 in donations and sponsorships, $3,250.73 in expenditures. This leaves us with a negative balance of $2225.73 but we had a budget of $5,000. You also have the Revenue and Expenditure Report for Veteran's Honor Run. There are still some outstanding invoices. I have a few movies that you can choose from for the Christmas at Bendle event. Ms. Talbot and Ms. Dunsmore went through our inventory on Friday.

F. AUDIENCE PARTICIPATION

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None.

G. PURPOSE OF THE MEETING

1. Pizza and Santa at Bendle High School, December 2, 2017

   Mrs. Dunsmore said I will take care of desert, popcorn, oil and pans. We have everything for the face painting station, stocking station and the coloring station. We need the stickers for the Christmas bulb station. I would like to recommend Polar Express for the movie. I want to thank Mrs. Conley for donating toys. Bendle School will provide the janitorial service.

   Ms. Warren said I will contact the photography, Pizza's and the balloon twister. If we can have the cookies baked in the school kitchen, we will supply the cookie dough. I will have the Christmas Parade forms available.

   Mr. Craig said he can supply water.

2. Christmas Parade

   Mrs. Bauldry said Bentley Band wants to be in the Parade.

   Mrs. Conley said I have been asked by residents if a Christmas tree could be put at the clock corner before the parade.

   Mrs. Dunsmore said there will be decorations along the parade route. I don't think a tree at the clock corner would be possible with the people that sit on the brick and wait for the bus. The parade lines up on Natalie just south of Rocky's.

   Mr. Craig suggested reaching out to Waste Management and DPW for participation in the parade.

3. Parks & Recreation Five Year Plan

   Mr. Craig stated we will be meeting with Lisa Easterwood from Fleis and Vandenbrink next week to discuss our P&R Five Year Plan. She will be giving a presentation, possibly in December. This will give us and the public an opportunity to suggest what we would like to see in the Five Year Plan. We will have an online survey available to the public.

4. Easter Egg Hunt 2018

   Mr. Craig said Ms. Talbot will be the chairperson for this event. We will need volunteers.

5. Memorial Day Events 2018

   Mr. Wilson stated I will be the chairman for this event. The first meeting will be January 17, 2018 @ 5:00 pm. We need to start early and get more participants. This year I would like to have more than one band.

   Mr. Craig said I will be on this committee. When we have our Veteran's Honor Run

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meeting, we will be talking about having a race just before the Memorial Day Parade to raise money for the Police and Fire Memorial. We need to ask Judge Latchana if he can MC the ceremonies, get with Meijer on the fireworks and contact DPW and the Fire Department.

6. Event recaps: 2017 Trick or Treat Trail & Veterans Honor Run

   Mr. Craig stated the number of participants were lower this year due to the weather. The Robotics Team helped with the pumpkins.

   Ms. Warren said the Mayor gave out over 1800 bags. I think we had over 2,000 people there.

   Ms. Bauldry said some students from Kearsley National Honor Society stayed throughout the whole event. All of the pumpkins went.

   Mr. Craig said I will bring the Veteran's Honor Run spreadsheet in. This fundraiser is for the DAV. The Police and Fire Department do a great job for us. Some of the volunteers were Power's High School students, the Bentley Boosters, Robotics Club from Bentley, American Heritage Girls. Without the volunteers, we wouldn't be able have this event. I receive a lot of positive feedback from the runners. They love this course. Channel 5 News and Cars FM Morning Show. Ms. Warren's granddaughter, Allyssa Jackson, sung the National Anthem and did a great job. Justin from Flint Firebirds announced each runners name as they came across the finish line. We had many new sponsors this year including Mrs. Conley's son.

   Mr. Wilson stated the fundraiser money will be used toward the purchase of a vehicle to transport the veteran's to doctor appointments, etc.

H. COMMITTEE DISCUSSION

Mr. Wilson, the chairman of the Veteran's Memorial Park, said the cannon will need to be registered soon. It is registered every three years. Councilman Heffner and I are going to discuss what we can do to improve the Veteran's Memorial Park. We would like to replace the brick on the ground and make other improvements there.

Meeting was adjourned at 6:38 PM.

Minutes Acceptance: Minutes of Nov 8, 2017 5:30 PM (APPROVAL OF MINUTES)