



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

DECEMBER 9, 2020

AGENDA

Council Chambers

Regular Meeting

5:30 PM

**4303 S. CENTER ROAD
BURTON, MI 48519**

MEETING INFORMATION

Parks and Recreation

Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m12d946f5a4a2452962fbac7ba40c02af>

Wednesday, Dec 9, 2020 5:30 pm | 2 hours | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 126 132 9125

Password: Sh8atKfaN93 (74828532 from phones and video systems)

aa243fed6b604090827ad8336805cc00

Join by video system

Dial 1261329125@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: 126 132 9125

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. STAFF PRESENT

D. ADMINISTRATIVE REPORT

E. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Oct 14, 2020 5:30 PM

F. PURPOSE OF THE MEETING

1. Veterans Day (briefing)
2. Christmas Decorating Contest - 'Twas the Lights Before Christmas
3. Event & Meeting Dates for 2021

Confirm Sub-Committee Chair Easter Egg Hunt

Confirm Sub-Committee Chair Memorial Day Race

Confirm Sub-Committee Chair Memorial Day Parade/ Ceremony/ Fireworks/ Other Entertainment

Confirm Sub-Committee Chair Trick-or-Treat Trail

Confirm Sub-Committee Chair Veterans Honor Run
Confirm Sub-Committee Chair Pizza with Santa
Confirm Sub-Committee Chair Christmas Tree Lighting
Confirm Sub-Committee Chair Christmas Decorating Contest

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.

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

H. COMMITTEE DISCUSSION AND OR ACTION

**THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY,
JANUARY 13, 2021 AT 5:30 PM.**



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

OCTOBER 14, 2020

MINUTES

Council Chambers

Regular Meeting

5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairperson James Craig at 5:33 PM.

A. MEETING INFORMATION

Parks and Recreation
Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m6176142a88e7a50157e802ddc597d86d>

Wednesday, Oct 14, 2020 5:30 pm | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 126 105 9249

Password: 5Cu4ETbaJn3 (52843822 from phones and video systems)

36631a6f73664ef597d2a882dcba31d0

Join by video system

Dial 1261059249@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: 126 105 9249

B. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Commissioner	Absent	
Sandra Talbot	Commissioner	Absent	
James Craig	Chairperson	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Commissioner	Present	
Christina Conley	Councilwoman	Present	
Jeremy Scharrer	Vice Chairperson	Present	
William Owens	Commissioner	Present	

C. PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON

Mr. Wilson indicated that the flags in council chambers are in the wrong order.

D. STAFF PRESENT

Amy Clous, Parks and Recreation Director

Lindsey Bice, Records Tech

E. ADMINISTRATIVE REPORT

Minutes Acceptance: Minutes of Oct 14, 2020 5:30 PM (APPROVAL OF MINUTES)

Mrs. Clous stated we had some donations come in to Parks and Recreation. Thank you to Monica Mansfield and Ryder of Burton for the donation of baseball equipment. They donated cleats, bats, gloves and helmets. Thank you so much for that. Greg Benjamin from Captain's Quarters donated several bags of candy.

F. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Memorial Day Committee - Feb 25, 2020 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Craig, Dunsmore, Wilson, Conley, Scharrer, Owens
ABSENT:	Bauldry, Talbot

G. PURPOSE OF THE MEETING

A. Status of Veterans Day Ceremony

Mr. Craig stated we usually have a Veterans Day Ceremony every year. I don't know if they are still going to have one this year.

Mrs. Conley stated Parks does not usually do it, it's normally the administration that puts it on.

Mr. Craig clarified that it is an event at the park. We are trying to determine if the event is taking place to be able to share that information.

Mrs. Clous stated yes, there is still a Veterans Day Ceremony. It will be small. We need to get a hold of the DAV for it.

Mr. Craig asked if the public is invited or are they encouraged not to come.

Mrs. Clous stated they can come but it needs to be a smaller group. They will need to wear masks and social distance. The ceremony will go on.

Mr. Craig stated it is on November 11th at 11:11 am.

Mrs. Conley stated before the event, we should pick one evening to go clean up that park and pick the weeds. Last year I received a donation for mums from everyone on the council. Because we haven't had any activities this year, maybe we have some extra money to buy the mums and put them over there.

Mr. Scharrer suggested the Saturday before the event for the clean-up.

Discussion ensued regarding when to clean Veterans Park.

B. Christmas Tree Decoration- Fire Station 1 and Discussion of Fire Station 2

Mr. Craig stated last year we did Christmas at the fire station. I am assuming that is not going to fly this year with the social distancing. We could still decorate the fire station.

Minutes Acceptance: Minutes of Oct 14, 2020 5:30 PM (APPROVAL OF MINUTES)

Tina had mentioned using some of the funds to decorate Fire Station #2 as well. Last year people really enjoyed having that corner decorated. I would like to get your thoughts on expanding the decorating onto both fire stations.

Mr. Scharrer stated our plan was still to decorate the park at Fire Station #1. We will not be putting up a tree this year. The issue with Fire Station #2 is there is no power there. We had to bring power into Fire Station #1 park last year. Fire Station #2 has no power at all, they do not even have lights running through it. We could put decorations up. At Fire Station #1 we will not be going the extent that we went last year but will be putting the lights up. I do not want to ask for a bunch of volunteers or donations. There is no kickback to the donations because we aren't having an event to promote that they helped with it.

Discussion ensued regarding getting decorations up but not lighting at Fire Station #2.

Mrs. Clous stated Jeremy will be going with me to the DDA meeting on Monday morning to talk about the fencing. They have a few questions they would like to ask about the water tower.

Mr. Owens asked, are we doing anything with Fire Station #2?

Mrs. Conley stated they will be putting some bulbs in the trees.

Mr. Craig stated I think we will do some decorating that can be seen during the day to make it look a little festive.

C. Status of Pizza with Santa

Mrs. Dunsmore stated I met with Mr. Krolewski and we have made a board decision that we can not put this event on this year. We cannot social distance any of the events that take place within this event. We spoke with the Health Department and there is too much touching with events like the cookie decorating. We would not be able to effectively clean everything between each child making their cookie. Mr. Krolewski has given me permission to use the school for an alternate event once this situation has settled. Possibly a winter dance for the kids. We are doing everything possible to keep our students safe and I would not want something to break out at our school and for us to be the cause of it. This is a hard thing to put off but it is not safe enough at this time to risk it.

Mrs. Clous stated we agree with you on that as well. I have discussed this with the Mayor and we agree that the Tree Lighting Ceremony and Pizza with Santa should both be cancelled. We want to keep people safe until this is all over with. I do have a different idea. How do you feel about a house decorating contest? That would be for the adults. For the children, we could have them make a Christmas card and possibly ask the teachers to help them. Maybe have them make cards to the Mayor, I could pick them up.

Mrs. Dunsmore stated my input on the cards would be, as far as Bendle is concerned, half of our students chose to do virtual. We have had to hire extra ParaPros and title one teachers to help the children doing virtual learning. I do not know that they would have time because they are trying to keep them caught up. We have a waiting list for parents who chose virtual learning and now want their children to come in person.

Discussion ensued regarding virtual learning.

Mrs. Dunsmore stated I do not want anything getting taken out of our kids classroom time because we have had to hire extra teachers just for this. Most of our kids live below the poverty line and are going home to an empty house. During the day they have to push to get their work done.

Mr. Craig stated I like the idea of the house decorating contest.

Mrs. Clous stated I would set up an online form or have a form for them to fill out stating they want their house to participate. The sheets would all come back to me so I could put together a list of all the houses. We would have judges. I thought about talking to Jean from the from the Senior Center to see about getting some of the seniors to do our judging. They could go around on the bus one night and look at all the houses or I will go to take pictures of all the houses and put the addresses on them and submit it to them. I have made up different categories for the winners. The winners will get various prizes or a gift card.

Mr. Craig stated the very best or the most gaudy of all get the Clark Griswold Award.

Mrs. Clous stated we do have a Clark Griswold category on here. This is our way of getting into the Christmas spirit since everything has been canceled.

Mrs. Dunsmore suggested advertising this in the Burton View.

Mrs. Clous stated I just have to make a flyer for it and also the consent form.

D. Status of Trails

Mr. Craig stated the grant that we had and all the work toward that grant has been completed. The scoping and identifying trail routes has all been completed. That included the \$10,000 put up by city council towards that and the rest was with a grant. The next step is to actually build the trails. This could be an economic boom for the Bendle area.

Mrs. Clous stated I do not have any additional information on this at this time but I do know that Mr. Abbey and Amber would like to come to one of our meetings to discuss with us what we can and cannot do as far as the restrictions.

Mr. Craig stated I know last year at this time DPW was here and they all gave their input on the process. They would probably want to see the plans set forth. I do not know if that got transitioned between administrations but they might want to make sure that the money we spent in the plans meets up with what they did. For us to get grant funding, the DNR is not going to care if the DPW says this is what we can do. If the DNR says no we can't do that, we will not get the funding. We have to make sure we are working within the DNR guidelines as well. We will need to invite Lisa Easterwood to that meeting as well so we know our DPW plans meet up with the DNR plans.

E. Fall Clean-Up of Parks

Mr. Scharrer stated he has set-up a quick clean up of Fire Station #1 before we were going to put the lights up. We will add Fire Station #2 to that now. I have not been over to Kelly Lake Park. We are planning on going over to Veterans Park in the next few weeks, we will look at that when we go over there.

Mr. Craig stated I will go by Kelly Lake. The thing that is different this year is that we do not want to get volunteer groups involved.

H. AUDIENCE PARTICIPATION

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

No audience participation.

I. COMMITTEE DISCUSSION AND OR ACTION

Mrs. Dunsmore discussed food lunch programs for families in need.

Mr. Wilson stated the DAV started a food bank. They also started a Vet the Vet program. This is where a Veteran will come into a group and they will sit and talk. It helps a lot for those suffering with PTSD. VFW Post 822 Honor Guard is set up for the Veterans Day Ceremony.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, NOVEMBER 11, 2020 AT 5:30 PM.

Meeting was adjourned at 6:23 PM.

Minutes Acceptance: Minutes of Oct 14, 2020 5:30 PM (APPROVAL OF MINUTES)