CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

FEBRUARY 14, 2018

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.

THIS MEETING WAS OPENED BY JIM CRAIG.

PLEDGE OF ALLEGIANCE WAS LED BY JEREMY SCHARRER.

A. CALL TO ORDER

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

B. STAFF PRESENT

Paula Zelenko, Mayor
Bette Bigsby, Acting Clerk
Marcy Kimball, Records Tech

C. ADMINISTRATIVE REPORT

Mr. Craig welcomed the new Parks & Recreation commission members, Jeremy Sharrer and Joseph Fallis. He said, the Burton Race Series consists of 5 races, not all of them are put on by Parks & Recreation. The races include the Hot Fudge Run that the Kiwanis puts on. This race goes over the catwalk. The Memorial Day Race is through the Parks & Recreation. The Race to Grace is put on through Genesee Christian School. the Veteran's Honor Run is through Parks & Recreation. These participants actually run through the Fire Department and Kelly Lake. If they participate in three out of four races, they get a medal on top of any rewards they get in the individual races.

Mayor Zelenko said we will need to set up a time, before March 15th, to go over the budget for Parks & Recreation. I will need your recommendations of what you will need to present it to Council. For the races we need to break them up so that they have their own fund. We will need to incorporate the City's charges for each race and make sure that is accounted for. We will also have a line item for the Race Series as a whole.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jan 10, 2018 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Genevieve Field, Board Member
AYES:	Craig, Wilson, Field, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Talbot, Dunsmore, Conley

E. PURPOSE OF THE MEETING

1. Easter Egg Hunt

   Mr. Craig said I will follow up with Sandra Talbot, the Chairperson of this event. We need to make sure she has the dates reserved for Atherton School and ask about setting up a sub-committee. Sue Warren said she has filled eggs and some that still need to be filled.

   Mrs. Bigsby said I have been contacted by the Texas Roadhouse and another group about participation in this event. I could call the high school to see if they have any National Honor Society students that would help stuff eggs.

2. Memorial Day Race

   No discussion.

3. The Burton Mile

   This past year we only had a few people that signed up. We decided to try it on Memorial Day just before the Parade. The parade lineup is at 1 PM. The race will start at 2:00 PM and the parade will start at 2:05 PM. For the race there will be a 1st, 2nd and third place prize award.

4. Memorial Day Parade

   The parade lineup will be at 1 PM and the parade will start at 2:05 PM. Anyone that wants to be in the parade will need to contact Parks & Recreation so that we can put them in the lineup.

   Mr. Wilson said the Marine Core League will be marching in the front of the parade and we will have two vehicles in the parade. We have the female veteran of the year so far, she is a member of the DAV and VFW. There will be a Memorial Day committee meeting Monday, February 19, 2017 @ 5 PM in the City Hall Community Room.

5. Post Parade Entertainment

   Mr. Scharrer said he has some bands in mind for the entertainment. I can see if any of them are available on this day.

6. Candlelight Ceremony

Mr. Scharrer said I have been working with Fire Chief Epperson and we discussed the swearing in ceremony. The Mayor or City Clerk would have to do the swearing in. The Firefighters have not been sworn in. The Police Department does their own, but they don't do it publicly.

7. Memorial Service

   Mr. Scharrer said Assistant Fire Chief, Kirk Wilkinson, has asked for an official fireworks plan. I will find out exactly what he needs.

   Mr. Craig said I talked to Judge Latchana and he is all in. I would like him included on the Memorial Day meeting agenda's and minutes.

   Mr. Wilson said I have connections with the Navy League. I am Legislative Affairs for the Great Lake Region and deal with 57 Congressman and Senators. I would also like to invite the federal congressman, Kildee.

   Mr. Craig said we usually invite the Mayor, Council, State Senator, District Representation, County Commissioner and Federal Congressman.

8. 5-Year Plan

   Mr. Craig said I think we should use the money that was set aside for the Five Year Plan before fiscal year end, June 30th, 2018. If we don't, it may not be there next year and we may have trouble getting grants. We can make a motion on that at the next meeting.

9. Engineering of 5-Year Plan

   The P&R Commission will be working with Lisa Easterwood to get this going soon.

10. Police/Fire Memorial New Committee

    Mr. Scharrer said 18 years ago Fire Chief Doug Halstead started getting stuff together for the Police and Fire Memorial. Since then, the site has been looked at and multiple engineering firms have been out multiple times. There has been a lot of money used for this already that could have gone toward this project. The plan has gone from the Chief's original dream and been downsized majorly to a more affordable budget. Two years ago they still had an active committee for this memorial. There was a company that had done some work for the city and they have offered their services. They took the budget from $200,000 down to $154,000 for the whole entire project. I have spoken to the Mayor and Chief to get this project finished. We have fundraisers we are working on. This project has sizzled out and I want to get this going again. There is money in the account and we have had the statues for probably 17 years now. They are in the Police training room. I want to see the Chief's dream come true.

    Mr. Craig said since Mr. Scharrer has a passion for this project and mounds of information, I would like to make him the Chairperson on this project.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

1. Approve and authorize a donation of $3,000 to the Disabled American Veteran's from the 2017 Veteran's Honor Run event.

   Mr. Craig said this is the net proceeds but we have always kept a little bit back for starter funds for the next year and for the volunteer groups. The majority goes to Disabled American Veterans.

   Mr. Wilson said the DAV really appreciates the donation. The money will be put toward a new vehicle.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Genevieve Field, Board Member
SECONDER:	Jeremy Scharrer, Commissioner
AYES:	Craig, Wilson, Field, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Talbot, Dunsmore, Conley

2. Approve and authorize a donation of $150 to the Bentley Robotic's Team from the 2017 Veteran's Honor Run event.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Genevieve Field, Board Member
SECONDER:	Robert Wilson, Commissioner
AYES:	Craig, Wilson, Field, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Talbot, Dunsmore, Conley

3. Approve and authorize a donation of $100 to the American Heritage Girls from the 2017 Veteran's Honor Run event.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Robert Wilson, Commissioner
SECONDER:	Genevieve Field, Board Member
AYES:	Craig, Wilson, Field, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Talbot, Dunsmore, Conley

4. Approve and authorize a donation of $200 to Powers High School (National Honor Society in memo) from the 2017 Veteran's Honor Run event.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Genevieve Field, Board Member
SECONDER:	Robert Wilson, Commissioner
AYES:	Craig, Wilson, Field, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Talbot, Dunsmore, Conley

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

Meeting was adjourned at 6:40 PM.

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