



CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

FEBRUARY 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 ROBERT WILSON.

B. ROLL CALL

Attendee Name	Title	Status	Arrived
Sandra Talbot	Co-Chairman	Present	
Robert Spose	Commissioner	Absent	
James Craig	Chairman	Present	
Debra Dunsmore	Commissioner	Present	
Steven Hatfield	Councilman	Excused	
Robert Wilson	Commissioner	Present	
Angela Jackson	Commissioner	Excused	
Megan Kalandyk	Commissioner	Present	
Christina Conley	Commissioner	Present	

C. STAFF PRESENT

B. Bigsby, Parks & Recreation Director
M. Kimball, Records Tech

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jan 11, 2017 5:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

2. Parks & Recreation Commission - Special Meeting - Jan 25, 2017 5:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

3. Parks & Recreation Commission - Easter Egg Hunt Committee - Jan 25, 2017 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

E. PURPOSE OF THE MEETING

1. Movies on the Lawn/winter and summer movies

Mrs. Dunsmore said she is checking with Bendle School to see if she can arrange a date between February and March for a movie event.

Mr. Craig stated the Movies on the Lawn is a great event and we really appreciate Mr. Johns and Ms. Ferguson's hard work.

2. Easter Egg Hunt Update

Mrs. Talbot stated we still need to get the prizes and gift cards for the games. This event will be held at Atherton School, April 8, 2017 at 1:00 PM.

3. Memorial Day Events (race, parade, activities, ceremony, etc)

Mr. Craig stated the Memorial Day Race starts at 9:00 AM. After the race will be the Parade at 1:00 PM. I would like for us to look into purchasing 2 sided wire signs for the Burton Parade. They are easier to put in the ground and reusable. Mrs. Bigsby said she will look into it.

Mrs. Bigsby said we would like to have the Memorial Day Candlelight Ceremony start at 3:00 PM. Judge Latchana suggested that if we move it to start right after the parade, we may have more participation at the ceremony. The activities at Burton City Hall will be after the parade and the entertainment will start at 4:00 PM. We need to put the Veteran's up front in the parade, the council and the band. The Clio Senior Center made a putt putt course and I would like to ask if we could borrow that to use on Memorial Day. In years past the city sold advertising for a Memorial Day booklet. In the middle was a schedule of events and times for that day. We could have a coupon page for the businesses. It would be around \$5.00 per book. I will send each of you a cost estimate.

Mr. Wilson stated the D.A.V and V.F.W will stop selling food 30 minutes before each event ends so that they have time to set up for the next event.

4. Trick or Treat - Bentley / Chair

Mr. Craig said that we will need a chair for this event and if we have a Bentley Representative by then, they should co-chair since it will be their first time. It worked out very well having this event at Bentley.

5. Veterans Honor Run

Mr. Craig would like to move the D.A.V check presentation to the March 20, 2017 council meeting.

F. ADMINISTRATIVE REPORT

Mrs. Bigsby stated I would like to welcome Councilwoman Christina Conley to the Parks & Recreation Commission as the Council Representative. Our 6,000 pre-filled eggs have been delivered for the Easter Egg Hunt on April 8, 2017. Angela Jackson, our Bentley Representative, has resigned. I spoke with Mr. Arrington from Bentley. I told him we would like to still keep the connection with Bentley and that we would like to keep the Trick or Treat Trail event there. He said he may have a board member that might be interested in being on our Parks & Recreation Commission. We had a Patriot Day Committee meeting; we are still deciding on which logo to use. The movie event at Bentley this month will be cancelled.

G. AUDIENCE PARTICIPATION

Chris Johns and Vanessa Ferguson from Burton spoke regarding the 2017 Movies on the Lawn events. Mr. Johns said we would like to request \$1359.00 to cover the movie licenses for all three movies. The movies are Finding Dory, which will be on April 15, 2017 at Solid Rock Community Church, Moana on June 3, 2017 will be at the Burton Eagles Club and Beauty and the Beast will be on August 26, 2017 at the Burton Eagles Club and the main sponsor is Genesee Health Plan. All other event costs will be provided through sponsorships.

Mr. Craig said I would like to have our Parks & Recreation name as a sponsor on all flyers, advertising, banners, etc. We also need to make sure we have a receipt for everything for tax purposes.

Mr. Johns said he would ask Genesee Health Plan to include the Parks & Recreation Commission name as a partner on everything. We would like to have you all there to represent the city if possible. We will have all the workers but if you have any volunteers that would be great also.

Ms. Ferguson stated we will need a representative from the Parks and Recreation Commission to be at the Burton Eagles for the August 26th movie as a point of contact because we will not be here.

H. COMMISSION DISCUSSION

Councilwoman Conley said she has students that need community service hours. She can contact them to work the events.

Mrs. Bigsby asked everyone to pass the word that Burton Youth League registration is now open. She said I have a few registrations so far. I mailed everyone that played last year a

registration form and I have been posting it on Facebook.

Mr. Wilson said he would like to remind everyone March 15, 2017 we will be having a Veteran's Memorial Park committee meeting in the council chambers at 5:30 PM. I would like to take pictures of the Memorial Wall to show everyone at the meeting what needs to be done. We may need the projector set up.

I. COMMISSION RECOMMENDATIONS AND/OR ACTION

1. Approve and authorize the agreement by The SauceCats for the 2017 Memorial Day Event.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

2. Approve and authorize reimbursement to Councilman Vaughn Smith for 1/9/17 Stickermule Inv #R763880636.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

3. Motion to remove Robert Spose from the Parks & Recreation Commission

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Sandra Talbot, Co-Chairman
SECONDER:	Robert Wilson, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

4. Approve and authorize the acceptance of Angela Jackson's resignation letter effective January 19, 2017.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Christina Conley, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

5. Motion to add a motion to approve and authorize the expenditure of \$1,359.00 for Movies on the Lawn licenses.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

6. Approve and authorize the expenditure of \$1,359.00 for Movies on the Lawn licenses.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Robert Wilson, Commissioner
SECONDER:	Debra Dunsmore, Commissioner
AYES:	Talbot, Craig, Dunsmore, Wilson, Kalandyk, Conley
ABSENT:	Spose
EXCUSED:	Hatfield, Jackson

Meeting was adjourned at 6:42 PM.
